



Lima, March 10th, 2015

Subject: RFQ for PR4160339

Dear Prospective Quoter:

The American Embassy, Lima, Peru, has a requirement for a contractor to Audit services. You are invited to submit a quotation. The Request for Quotations (RFQ) consists of the following sections:

1. Standard Form SF-18
2. Basic Information, statement of work or specifications and technical qualifications
3. Instructions to Offerors (Quotation rules and evaluation method)

The Embassy plans to award a Purchase Order. You are encouraged to make your quotation competitive. You are also cautioned against any collusion with other potential offerors with regard to price quotations to be submitted. The RFQ does not commit the American Embassy to make any award. The Embassy may cancel this RFQ or any part of it.

In order to do business with the US Government, you shall:

- Obtain a DUNS number from <http://fedgov.dnb.com/webform>
- Obtain an NCAGE code from <https://eportal.nspa.nato.int/AC135Public/scage/CageList.aspx>
- Register your business in the System for Award Management (SAM). Enclosed you will find the steps to comply with this requirement

Please read the RFQ carefully, and if you are interested, submit your quotation in hard copy and provide your DUNS number. Return the completed SF-18 to the address shown in Block 15a by April 10th, 2015. Oral quotations will not be accepted.

Sincerely,

A handwritten signature in black ink, appearing to read "Ann DeLong".

Ann DeLong
Contracting Officer

Enclosure: As stated.

REQUEST FOR QUOTATION (THIS IS NOT AN ORDER)		THIS RFQ <input type="checkbox"/> IS <input checked="" type="checkbox"/> IS NOT A SMALL BUSINESS SET-ASIDE		PAGE OF	PAGES
1. REQUEST NO.		2. DATE ISSUED 03/10/2015		3. REQUISITION/PURCHASE REQUEST NO. PR4160339	
4. CERT. FOR NAT. DEF. UNDER BDSA REG. 2 AND/OR DMS REG. 1		5a. ISSUED BY INL Procurement Unit		6. DELIVER BY (Date) 04/10/2015	
5b. FOR INFORMATION CALL (NO COLLECT CALLS)		7. DELIVERY <input type="checkbox"/> FOB DESTINATION <input checked="" type="checkbox"/> OTHER (See Schedule)		RATING	
NAME MARIA EUGENIA DEL SOLAR		TELEPHONE NUMBER AREA CODE: 511 NUMBER: 618-2183		9. DESTINATION	
a. TO:		a. NAME OF CONSIGNEE Embajada de los Estados Unidos America		b. STREET ADDRESS Av. Lima Polo cda. 2 s/n, Monterrico, Surco	
a. NAME		b. COMPANY		c. CITY Lima	
c. STREET ADDRESS		d. STATE		e. ZIP CODE Lima 33	
d. CITY		e. STATE		f. ZIP CODE	
10. PLEASE FURNISH QUOTATIONS TO THE ISSUING OFFICE IN BLOCK 5a ON OR BEFORE CLOSE OF BUSINESS (Date) 04/10/2015		IMPORTANT: This is a request for information and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it to the address in Block 5a. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contract for supplies or service. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotation must be completed by the quoter.			

11. SCHEDULE (Include applicable Federal, State and local taxes)

ITEM NO. (a)	SUPPLIES/ SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
1	CORAH EXTERNAL AUDIT 2015 FINANCIAL AUDIT OF "INL" RESOURCES AND "INL - DEVIDA" FUNDS ADMINISTERED BY "SPECIAL PROJECT CORAH "; AND REVIEW OF THE CORAH PROJECT OPERATIONS DURING THE YEAR 2015 (Jan 1st to Dec 31 st, 2015)		12 MO		0.00

12. DISCOUNT FOR PROMPT PAYMENT	a. 10 CALENDAR DAYS (%)	b. 20 CALENDAR DAYS (%)	c. 30 CALENDAR DAYS (%)	d. CALENDAR DAYS	
				NUMBER	PERCENTAGE

NOTE: Additional provisions and representations are are not attached.

13. NAME AND ADDRESS OF QUOTER			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		15. DATE OF QUOTATION	
a. NAME OF QUOTER			16. SIGNER		b. TELEPHONE	
b. STREET ADDRESS						
c. COUNTY			a. NAME (Type or print)		AREA CODE	
d. CITY			e. STATE		f. ZIP CODE	
			c. TITLE (Type or print)		NUMBER	

**TERMS OF REFERENCE AND
STATEMENT OF WORK**

**FINANCIAL AUDIT OF "INL" RESOURCES AND "INL - DEVIDA" FUNDS
ADMINISTERED BY "SPECIAL PROJECT CORAH "; AND REVIEW OF THE
PROJECT OPERATION DURING THE YEAR 2015**

1.1 GENERAL DESCRIPTION

The International Narcotics and Law Enforcement Affairs (hereinafter INL) of the Embassy of the United States of America in Lima, Peru, requires the services of an audit firm (hereinafter Auditors) in order to carry out: a) monthly reviews and annual financial audit of the Special Project "Control and Reduction of Coca Cultivation in the Upper Huallaga - CORAH" (hereinafter CORAH), b) monthly reviews and annual financial audit of expenditures by CORAH with INL funds that are contributed by the National Commission for the Development and Life without Drugs (DEVIDA) and c) review of the project operations during 2015.

CORAH, a non-profit entity, was created by Supreme Resolution 043-82/AG of the Ministry of Agriculture, and in accordance with the Convention of "Cooperation to Reduce the Production, Distribution and Use of Illicit Drugs" signed in 1981 between the Governments of Peru and the United States of America.

On August 22, 1988, by Ministerial Resolution 0005-88-IN/OFECOD, CORAH came under the administration and operation of the Executive Office of Drug Control (OFECOD) of the Ministry of Interior.

Economic activity

The main economic activity of CORAH is to project, implement and monitor measures and actions to reduce illicit coca cultivation at a national level, as well as develop a Social Responsibility Program. The legal address of the institution, where its administrative offices are located is Av. Centenario N° 1045, Urbanización Pucallpa, Coronel Portillo Province, Pucallpa.

1.2 STATEMENT OF WORK AND CONTRACT OBJECTIVE

The objective of this procurement of technical services is that auditors conduct financial audits of the resources provided by INL and INL-DEVIDA funds administered by CORAH during 2015, and to review the project operations during 2015.

1.2.1. Financial audits (INL resources): will include the following:

a) Monthly: Review of CORAH monthly financial statements, to be prepared and submitted during 2015, in accordance with accounting principles generally accepted in Peru.

b) Annual: Review of CORAH financial statements, to be prepared and submitted on December 31, 2015, in accordance with Accounting Principles Generally Accepted in Peru, in order for auditors to express an opinion on whether these financial statements reasonably present, in all material aspects, CORAH's financial position, the results of its activities and its cash flows for the year ending on that date.

1.2.2. Financial audits (INL - DEVIDA funds): They will include the following:

a) Monthly: Review the monthly Fund Accountability Statement where received income is shown (assignments) and the incurred costs (executed disbursements) recorded on a cash basis, which is an accounting system other than the one based on accounting principles generally accepted in Peru.

b) Annual: Exam of the Fund Accountability Statement of funds provided by INL-DEVIDA and managed by CORAH, during the period from January 1 to December 31, 2015, to be prepared and submitted on a cash basis, which is an accounting system different than the one based on accounting principles generally accepted in Peru, in order for auditors to express an opinion on whether the Fund Accountability Statement reasonably presents, in all material aspects, the received income and the incurred costs in accordance with the terms of understanding between INL-DEVIDA and CORAH.

1.2.3. Review of the project operations during 2015.

Monthly review of project operations during 2015, in accordance with the terms described in Chapter 1.3.3. This review, which covers the administrative and operational systems of CORAH, must be performed by auditors in accordance with a chronogram and an Annual Work Plan developed and approved by the auditors, the INL officers and the CORAH Executive Management. Auditors must determine the defects and suggest improvements, establish the causes for deviations and propose corrections, find the source of the problems and propose solutions. For this purpose, they must conduct a study and an assessment of CORAH's internal control in order to obtain sufficient understanding of the design of relevant policies and procedures and whether these policies and procedures have been applied to CORAH operations. As part of this work, auditors must review the status of the actions taken as a result of the findings and recommendations reported in previous audits (internal and external).

Auditors are not required to discuss or express an opinion regarding whether the objectives, goals and projections of eradication of CORAH were achieved or not. Besides, auditors are not required to perform an audit of the CORAH "Results", since this is a responsibility of the CORAH Executive Staff and the INL Narcotics Control Program Advisor.

1.3 METHODOLOGY AND SPECIFIC OBJECTIVES

1.3.1 Financial audits (INL resources):

a) Monthly

The monthly review of the financial statement prepared based on the operations of the entire organization must be conducted in accordance with Auditing Standards Generally Accepted in Peru. These standards require auditors to comply with ethical requirements and to plan and perform the audit to obtain reasonable assurance that the CORAH monthly financial statements do not contain material misstatements.

The monthly audit must include the implementation of procedures to obtain audit evidence about the amounts and disclosures on the financial statements. The selected procedures will depend on the auditors' judgment, including risk assessment to see if the financial statements contain material misstatements, whether due to fraud or error. When conducting the risk assessment, auditors must consider internal control of CORAH in the preparation and reasonable presentation of the financial statements in order to design audit procedures in accordance with the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the CORAH internal control. The audit must also include an assessment of whether the applied accounting principles are appropriate and whether the accounting estimates made by management are reasonable, as well as an assessment of the overall presentation of the financial statements.

CORAH's administration will be responsible for preparing and reasonably present the monthly financial statements in accordance with accounting principles generally accepted in Peru. This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and reasonable presentation of financial statements that are free from material misstatement, whether as a result of fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable under the circumstance

The objective of this monthly review is that auditors must issue Comment Letters addressed to INL with copies to the CORAH Executive Management containing significant matters that might have the monthly financial statements and internal control aspects. They must also include suggestions on important matters of CORAH's operation that contribute to improve them.

Because there is no International Accounting Standards dealing with non-profit organizations, CORAH additionally uses the application of the accounting principles applied in the United States of America (FASB – Financial Accounting Standards Board), established under the Accounting National Council. The FASB standards applied by CORAH are:

- FASB 116 "Accounting for Contributions Received and Contributions Made"
- FASB 117 "Financial Statements of Not- For- Profit Organizations"

The financial statements subject to monthly audits are prepared and presented in accordance with FASB 117 and are as follows:

- Statement of financial position integral
- Statement of integral results and changes in net institutional equity

- Statement of cash flows, and
- Notes to the financial statements.

In this regard, the statement of CORAH's financial position includes recording operations of the following budgets:

- CORAH
- CADA
- Assignments (controlled in asset and liability accounts):
 - INL Facilities Operation Fund - Pucallpa Airport
 - Police Program Fund
 - Aviation Construction Works
 - Police Construction Works
 - Ports Construction Works
 - INL - DEVIDA Fund

The number of samples and the amounts to be reviewed will be determined by the auditors, covering at least 60 % of the expenditure in each budget. The auditors must necessarily include, under a reasonable criterion, samples and amounts of the remuneration category, as well as the goods and services categories.

b) Annual

The audit of the financial statements based on the operations of the entire organization must be done in accordance with Auditing Standards Generally Accepted in Peru. These standards require auditors to comply with ethical requirements, and plan and perform the audit to obtain reasonable assurance that the CORAH annual financial statements do not contain material misstatements.

The annual audit must include the implementation of procedures to obtain audit evidence about the amounts and disclosures on the financial statements. The selected procedures depend on the auditors' judgment, including an assessment of the risk to see if the financial statements contain material misstatements, as a result of fraud or error. When conducting the risk assessment, auditors must consider CORAH's internal control at preparing and reasonably presenting the financial statements in order to design audit procedures in accordance with the circumstances, but not to express an opinion on CORAH's internal control effectiveness. The audit must also include an assessment of whether the accounting principles applied are appropriate and whether the accounting estimates made by management are reasonable, as well as an assessment of the overall presentation of the financial statements.

CORAH's administration will be responsible for preparing and reasonably presenting the monthly financial statements in accordance with accounting principles generally accepted in Peru. This responsibility includes: designing, implementing and maintaining internal control relevant to the preparation and reasonable presentation of financial statements that are free from material misstatements, whether as a result of fraud or error, selecting and applying appropriate accounting policies, and making accounting estimates that are reasonable under the circumstances.

The objective of this annual review is make auditors express an opinion on whether these financial statements reasonably present, in all material aspects, CORAH's financial position as of December 2015, the results of its activities and its cash flows for the year ending on that date; according to general accepted principles in Peru.

Because there is no International Accounting Standards dealing with non-profit organizations, CORAH additionally uses the application of the accounting principles applied in the United States of America (FASB), established under the Accounting National Council. The FASB standards applied by CORAH are:

- FASB 116 "Accounting for Contributions Received and Contributions Made"
- FASB 117 "Financial Statements of Not- For- Profit Organizations"

The financial statements subjected to monthly audits are prepared and presented in accordance with FASB 117 and are as follows:

- Statement of financial position
- Statement of integral results and changes in net institutional equity
- Statement of cash flows, and
- Notes to the financial statements.

In this regard, the statement of financial position CORAH includes recording operations of the following budgets:

- CORAH
- CADA
- Assignments (controlled in asset and liability accounts):
 - INL Facilities Operation Fund - Pucallpa Airport
 - Police Program Fund
 - Aviation Construction Works (*)
 - Police Construction Works (*)
 - Ports Construction Works(*)
 - INL-DEVIDA Fund

(*) Liquidations supporting expenses related to these works are sent to Lima and reviewed by INL Accounting. For purposes of the annual audit, it would be necessary that auditors make selective examinations of construction costs incurred.

The number of samples and the amounts to be reviewed will be determined by the auditors, covering at least 60 % of the expenditure in each budget. The auditors must necessarily include, under a reasonable criterion, samples and amounts of the remuneration category, as well the goods and services categories.

1.3.2. Financial audits (INL - DEVIDA funds):

a) Monthly

The monthly review of the Fund Accountability Statement of INL-DEVIDA and managed by CORAH, where income received and expenses incurred each month are shown, must be performed in accordance with Auditing Standards Generally Accepted in Peru. These standards require auditors to plan and perform the audit to have reasonable assurance about whether the revenues and costs recorded in monthly accounts "Assignments" and "Assignments underway" do not contain material representations.

The review of received income (Assignments) and incurred costs (Assignments underway) will be conducted taking into consideration the following accounting policies:

Income recognition: Funds received are recorded on the date they are deposited in the bank account held by CORAH – DEVIDA.

Cost recognition: Costs incurred with funds provided by INL - DEVIDA are recognized on the date of the expenditure.

b) Annual

Annual audit of the Fund Accountability Statement of INL-DEVIDA and managed by CORAH during the period from January 1 to December 31 2015 must be conducted in accordance with the Auditing Standards Generally Accepted in Peru. These standards require auditors to plan and perform the audit to obtain reasonable assurance on whether the accounting is free from material misstatement.

The audit must include the implementation of procedures to obtain audit evidence about the amounts and disclosures on the Fund Accountability Statement. The selected procedures will depend on the auditors' judgment, including risk assessment to see if the Fund Accountability Statement contains material misstatements, whether due to fraud or error. When conducting the risk assessment, auditors must consider CORAH's internal control in preparing and reasonably presenting the Fund Accountability Statement in order to design audit procedures in accordance with the circumstances, but not for the purpose of expressing an opinion on the effectiveness of CORAH's internal control. The audit must also include an assessment of whether the accounting principles applied are appropriate and whether the accounting estimates made by management are reasonable, as well as an assessment of the overall presentation of the Fund Accountability Statement.

CORAH's administration will be responsible for preparing and reasonably presenting the Fund Accountability Statement on a cash basis, which is an accounting system different than the one based on accounting principles generally accepted in Peru. This responsibility includes: designing, implementing and maintaining internal controls relevant to the preparation and reasonable presentation of the Fund Accountability Statement so they are free from material representations, whether as a result of fraud or error, selecting and applying appropriate accounting policies under the circumstances.

The objective of this audit receive from auditors an opinion whether the Fund Accountability Statement reasonably presents, in all its material aspects, received income and incurred costs in accordance with the existing terms of understanding between INL-DEVIDA and CORAH.

At a minimum for the monthly and annual audit of the Fund Accountability Statement, the auditor should:

- Examine the Fund Accountability Statements, including the budgeted amounts by category and accounts, the revenues received for the period covered by the audit, as well as the costs reported by CORAH as incurred during that period. The revenues received, less the costs incurred, after considering any reconciling items, should reconcile with the balance of cash-on-hand and/or in bank accounts.

- Identify and quantify any questionable cost.

Questionable costs are referred to:

- (a) *Ineligible costs* which are explicitly questionable because they are unreasonable and not related with the project's operations, or prohibited by applicable laws and/or internal CORAH directives.
- (b) *Unsupported costs* that are not supported with adequate documentation or did not have the required approvals or authorizations prior to their execution.

All questionable costs resulting from instances of noncompliance with applicable laws and/or internal CORAH directives should be reported.

1.3.3. Review of project operations during 2015

The auditors' work will be conducted in accordance with International Standards for the practice of independent auditing, in order to detect weaknesses by which the design or implementation of the specific internal control elements does not reduce the risk to a moderately low level, or errors or frauds that may occur and that are not detected on time by management, while executing its normal duties.

Auditors must:

- Develop an Annual Audit Plan including activities to perform. This plan must meet the following objectives:
 - Assess design, scope and operation of the internal control system.
 - Assess effectiveness and efficiency of operations.
 - Assess compliance with the legal provisions and internal directives governing in CORAH.
 - Assess financial information reliability.
 - Assess the performance of computer systems and mechanisms established by CORAH for the safety thereof.
 - Perform ongoing monitoring of the implementation of recommendations from external and internal audits proposed by INL.

The Plan must include the control activities to be performed on operations within the period from January 1, 2015 to December 31, 2015. The implementation of this plan must reach all areas of the organization, regardless of the hierarchical level and/or geographical area in which it operates.

- Execute control actions previously established in the Annual Audit Plan. They will include assessment of:

- Administration Direction
 - Logistics Sub Direction
 - Personnel and Human Resources Sub Directions
 - Accounting Sub Directions
 - Computer Office
- Infrastructure Direction.

- CADA Direction, and
- Operations Direction (visit to the operational units –camps- where eradication labors are conducted).

In order to visit the operational units (camps), the necessary arrangements will be made with INL in order to count on the necessary air or ground support, if applicable.

- Assess internal control system performance and effectiveness, including details on found deficiencies, analysis of their cause and suggestions to overcome those deficiencies, focusing primarily on critical areas typical of the nature of CORAH operations.
- Physically observe inventories of supplies and fixed assets scheduled by the Property Control Area.
- Perform unannounced and surprise CORAH petty cash audits.
- Assess to what extent the control observations by previous external auditors are complied with.
- If necessary, assist INL staff during monitoring visits to CORAH.
- Support the Accountancy Sub Direction in matters related to accountancy.
- Prepare audit reports to submit to INL, with copy to CORAH's Executive Director. These reports must contain matters arising from the planned and implemented control actions.

1.4 AUDIT REPORTS

The reports must be issued in printed and electronic format (Word and PDF), in Spanish for the CORAH Executive Management, and in Spanish and English for INL. The reports are as follows:

- a) Comment Letters containing important issues and control matters arising as a result of the review of the monthly (11) and annual (01) Financial Statements. They must also include suggestions on important issues that help improve CORAH's operability.
- b) An annual report containing the financial statements as of December 31, 2015, prepared on the basis of CORAH's operations to be conducted in the year, as well as the audit opinion on whether the financial statements reasonably present, in all material aspects, the CORAH's financial situation as of December 31, 2015, and the results of its operations and its cash flows for the year ending on that date, in accordance with accounting principles generally accepted in Peru.
- c) Comment Letters containing important issues and control issues arising as a result of the review of the monthly (11) and annual (01) Fund Accountability Statement. They must also include suggestions on important issues that help to improve the registration, control, execution and reporting of costs incurred by CORAH with funds provided by INL - DEVIDA.
- d) Annual Report containing the Fund Accountability Statement as of December 31, 2015, prepared based on the received income and incurred expenses by CORAH with funds provided by INL – DEVIDA, as well as the auditors' opinion as to whether the

accounting on December 31, 2015, reasonably presents, in all material aspects, the received income and incurred costs of the Agreement signed between DEVIDA and CORAH and prepared on a cash basis, which is an accounting system different than the one based on accounting principles generally accepted in Peru.

- e) Reports as a result of reviewing project operations during 2015, based on the Annual Audit Plan. This report must contain the reportable conditions, including the identification of material weaknesses and findings that are conferred in the reportable conditions, as well as material weaknesses in the internal structure, as a result of the executions of reviewing project operations.

The findings in this report must include a description of the conditions (what is) and the criterion (what it should be). Moreover, the cause (why it happened) and effect (what was the loss caused for not complying with the criteria) must be included in the report of conclusions if they can be easily determined. In addition and if applicable, the conclusions must contain recommendations to correct the causes and conditions. In the absence of internal controls implemented by CORAH for any point of the agreed procedures, auditors must provide broad recommendations for their implementation.

Auditors must identify at least the conditions, criteria and possible impacts, in order to provide sufficient information to INL. This way, we can determine the effect and the cause to take timely and appropriate corrective actions.

The report must also contain, after each recommendation, the views of the managers responsible and related to the auditors' findings, as well as measures taken by management to implement such recommendations. If possible, the views of the managers must be obtained in writing. In the event that the managers' comments contradict the results, findings or recommendations and that these are not valid at the auditors' discretion, the reasons why auditors reject these divergences must be indicated after the managers' comments. Conversely, the auditors must modify their report if they believe the managers' comments are valid.

These reports must include all findings, grounds or evidence obtained, leading to conclude that a fraud or an illegal act has occurred or is about to occur and must quantify its effect. These reports must include identification of all questionable costs, if any, as the result of a fraud or an illegal act, regardless if such found questionable costs have been corrected or if managers agree with them or not.

In the report of material fraud, illegal acts, or other noncompliance, auditors must place their findings in proper perspective in order to give the reader a basis to judge the impact and consequences of these conditions.

If auditors conclude that there is enough evidence of a fraud or an illegal act, they must contact the INL relevant officials and exercise due professional care in monitoring the indicators of this potential fraud or illegal act, in such a way as not to interfere with potential future investigations, legal proceedings, or both.

These reports must also contain the auditors' comment on the status of the recommendations from previous audits. Auditors must review and report on the status of actions taken as a result of the findings and recommendations reported by previous audits. When corrective actions have not been conducted and deficiencies remain unresolved until the current audit period, and if these deficiencies are again reported by the current audit, auditors only need to briefly describe the previous

finding.

1.5. WORK TEAM

The Auditors must assign a Firm Partner as the one responsible for the audit, while another Partner will act as a consulting partner in charge of performed work quality control.

It is essential for auditors to appoint, full-time for not less than 15 days a month, the audit staff deemed appropriate for planning, directing and executing fieldwork. This term is required because CORAH and INL need a personalized service.

Due to unexpected circumstances and if it is necessary to replace any member of the team, the substitute will have the same category and experience of the member that leaves.

1.6. TERMS OF UNDERSTANDING

The Auditors will state the price of the audit as an "all cost", taking into account the extension of the labors described in the scope or work and contract objective.

Costs involved in transporting Auditors from the city of Pucallpa to various CORAH operating units (camps) will be assumed by INL.

If necessary, the auditors will meet INL Office staff in order to get a general idea of the work. The auditors may decide to conduct a field visit to the CORAH facilities in Pucallpa in order to assess the extent of their work and estimate their professional fees accurately. The auditors will assume the costs of this field visit and its date will be coordinated between INL and CORAH.

The effective date of the statement of work (SOW) and this procurement of technical service will be the date the purchase order is signed awarded by the Contracting Officer of the Embassy of the United States in Lima, Peru.

CORAH is responsible for ensuring that all records are available, that all operations and accounting adjustments are executed and should display great collaboration with auditors, performing the necessary actions to let them accomplish their work successfully.

Contractual Method: Through Purchase Order from the U.S. Government.

Type of Contract: Firm fixed price

Payment: Professional fees will be paid monthly in soles by INL at the submission of the corresponding audit reports and invoice

Invoices shall be submitted in an original including copy of the Purchase Order to the following address:

Embajada de los Estados Unidos de America - FMO / DBO

Avenida La Encalada block 17 s / n, Surco RUC: 20293588776

From Monday to Friday between 09:00 hrs and 14:00 hrs. by the employees entrance in Av. Lima Polo cuadra 2 s/n, Surco.

1.7 EVALUATION FACTORS

Award will be made to the lowest priced, acceptable, responsible offeror. The quoter shall submit a completed solicitation. USG will evaluate the following:

- Audit company must have Data Universal Numbering System (DUNS) number
- Adequate financial resources or the ability to obtain them
- Ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
- Satisfactory record of integrity and business ethics;
- Necessary organization, experience, and skills or the ability to obtain them;
- Necessary equipment and facilities or the ability to obtain them; and
- Be otherwise qualified and eligible to receive an award under applicable laws and regulations.

CORAH Special Project
Balance Sheet as of December 31, 2014
In New Soles (S/.)

ASSETS			LIABILITIES AND NET PATRIMONY		
Current Assets	9,606,486	30.79%	Current Liabilities	24,110,193	77.28%
Assignments in execution	14,584,772	46.75%	Contingencies	29,191	0.09%
Property, Furniture & Equipment, net	6,874,846	22.04%	Net Patrimony	7,059,812	22.63%
Intangibles, net	133,092	0.43%			
Total	31,199,196	100.00%	Total	31,199,196	100.00%

CORAH Special Project
Statement of Income and Expenses as of December 31, 2014
In New Soles (S/.)

Income	39,230,239
Expenses	(39,302,077)
Activity Results	(71,838)
NET PATRIMONY	
Previous balance, adjustment and assets donations	7,131,650
Activity Results	(71,838)
Final yearly balance	7,059,812

Estimated CORAH Budget for 2015		
In US Dollars		
<u>Concepts</u>	<u>US\$</u>	<u>Notes</u>
INL Eradication	13,451,784	
INL Aviation	1,519,648	
INL Police	448,871	
INL - DEVIDA Cabalococho	690,000	
INL - DEVIDA Replanting	7,333,333	Soles S/. 22'000,000
INL - DEVIDA I	23,337,484	Soles S/. 70'000,000
INL - DEVIDA II	11,350,000	Soles S/. 34'050,000
Total 2015	58,131,120	

CORAH Special Project		
Estimated CORAH Budget for 2015 - By Accounts		
In US Dollars		
Accounts	Total	%
Property, Furniture & Equipment	1,526,899	2.63%
Intangibles	143,110	0.25%
Personnel expenses	32,268,712	55.51%
Third part services	7,400,236	12.73%
Taxes	60,655	0.10%
Other operational expenses	16,731,508	28.78%
Total	58,131,120	100.00%

**CLAUSES FOR PURCHASE ORDERS AND BLANKET PURCHASE AGREEMENTS
AWARDED BY OVERSEAS CONTRACTING ACTIVITIES
(Current thru FAC 2005-69)**

COMMERCIAL ITEMS

FAR 52.252-2 Clauses Incorporated By Reference (FEB 1998)

This purchase order or BPA incorporates the following clauses by reference, with the same force and effect as if they were given in full text. Upon request, the Contracting Officer will make their full text available. Also, the full text of a clause may be accessed electronically at this address:

<https://www.acquisition.gov/far>

DOSAR clauses may be accessed at: <http://www.statebuy.state.gov/dosar/dosartoc.htm>

FEDERAL ACQUISITION REGULATION (48 CFR Chapter 1) CLAUSES

NUMBER	TITLE	DATE
52.204-9	Personal Identity Verification of Contractor Personnel (if contractor requires physical access to a federally-controlled facility or access to a Federal information system)	JAN 2011
52.212-4	Contract Terms and Conditions – Commercial Items (Alternate I (OCT 2008) of 52.212-4 applies if the order is time-and-materials or labor-hour)	SEPT 2013
52.225-19	Contractor Personnel in a Diplomatic or Consular Mission Outside the United States (applies to services at danger pay posts only)	MAR 2008
52.225-25	Prohibition on Contracting with Entities Engaging in Sanctioned Activities Relating to Iran – Representation and Certification (applies to acquisitions above the micropurchase threshold)	DEC 2012
52.227-19	Commercial Computer Software License (if order is for software)	DEC 2007
52.228-3	Workers' Compensation Insurance (Defense Base Act) (if order is for services and contractor employees are covered by Defense Base Act insurance)	APR 1984
52.228-4	Workers' Compensation and War-Hazard Insurance (if order is for services and contractor employees are <u>not</u> covered by Defense Base Act insurance)	APR 1984

The following clause is provided in full text:

52.212-5 CONTRACT TERMS AND CONDITIONS REQUIRED TO IMPLEMENT STATUTES OR EXECUTIVE ORDERS—
COMMERCIAL ITEMS (SEPT 2013)

(a) The Contractor shall comply with the following Federal Acquisition Regulation (FAR) clauses, which are incorporated in this contract by reference, to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

- (1) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).
- ✓ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).
- (2) 52.233-3, Protest After Award (AUG 1996) (31 U.S.C. 3553).
- (3) 52.233-4, Applicable Law for Breach of Contract Claim (OCT 2004) (Pub. L. 108-77, 108-78).

(b) *The Contractor shall comply with the FAR clauses in this paragraph (b) that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:*

[Contracting Officer: check as appropriate]

- ___ (1) 52.203-6, Restrictions on Subcontractor Sales to the Government (Sept 2006), with Alternate I (Oct 1995) (41 U.S.C. 253g and 10 U.S.C. 2402).
- ___ (2) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).
- ___ (3) 52.203-15, Whistleblower Protections under the American Recovery and Reinvestment Act of 2009 (June 2010) (Section 1553 of Pub. L. 111-5). (Applies to contracts funded by the American Recovery and Reinvestment Act of 2009.)
- ___ (4) 52.204-10, Reporting Executive Compensation and First-Tier Subcontract Awards (Jul 2013) (Pub. L. 109-282) (31 U.S.C. 6101 note).
- ___ (5) 52.204-11, American Recovery and Reinvestment Act—Reporting Requirements (Jul 2010) (Pub. L. 111-5).
- ___ (6) 52.209-6, Protecting the Government's Interest When Subcontracting with Contractors Debarred, Suspended, or Proposed for Debarment. (Aug 2013) (31 U.S.C. 6101 note).
- ___ (7) 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters (Jul 2013) (41 U.S.C. 2313).
- ___ (8) 52.209-10, Prohibition on Contracting with Inverted Domestic Corporations (May 2012) (section 738 of Division C of Pub. L. 112-74, section 740 of Division C of Pub. L. 111-117, section 743 of Division D of Pub. L. 111-8, and section 745 of Division D of Pub. L. 110-161).
- ___ (9) 52.219-3, Notice of HUBZone Set-Aside or Sole-Source Award (Nov 2011) (15 U.S.C. 657a).
- ___ (10) 52.219-4, Notice of Price Evaluation Preference for HUBZone Small Business Concerns (JAN 2011) (if the offeror elects to waive the preference, it shall so indicate in its offer) (15 U.S.C. 657a).
- ___ (11) [Reserved]
- ___ (12)(i) 52.219-6, Notice of Total Small Business Set-Aside (Nov 2011) (15 U.S.C. 644).
- ___ (ii) Alternate I (Nov 2011).
- ___ (iii) Alternate II (Nov 2011).
- ___ (13)(i) 52.219-7, Notice of Partial Small Business Set-Aside (June 2003) (15 U.S.C. 644).
- ___ (ii) Alternate I (Oct 1995) of 52.219-7.

- ___ (iii) Alternate II (Mar 2004) of 52.219-7.
- ___ (14) 52.219-8, Utilization of Small Business Concerns (Jul 2013) (15 U.S.C. 637(d)(2) and (3)).
- ___ (15)(i) 52.219-9, Small Business Subcontracting Plan (Jul 2013) (15 U.S.C. 637(d)(4)).
- ___ (ii) Alternate I (Oct 2001) of 52.219-9.
- ___ (iii) Alternate II (Oct 2001) of 52.219-9.
- ___ (iv) Alternate III (Jul 2010) of 52.219-9.
- ___ (16) 52.219-13, Notice of Set-Aside of Orders (Nov 2011)(15 U.S.C. 644(r)).
- ___ (17) 52.219-14, Limitations on Subcontracting (Nov 2011) (15 U.S.C. 637(a)(14)).
- ___ (18) 52.219-16, Liquidated Damages—Subcontracting Plan (Jan 1999) (15 U.S.C. 637(d)(4)(F)(i)).
- ___ (19)(i) 52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns (Oct 2008) (10 U.S.C. 2323) (if the offeror elects to waive the adjustment, it shall so indicate in its offer).
- ___ (ii) Alternate I (June 2003) of 52.219-23.
- ___ (20) 52.219-25, Small Disadvantaged Business Participation Program—Disadvantaged Status and Reporting (Jul 2013) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
- ___ (21) 52.219-26, Small Disadvantaged Business Participation Program— Incentive Subcontracting (Oct 2000) (Pub. L. 103-355, section 7102, and 10 U.S.C. 2323).
- ___ (22) 52.219-27, Notice of Service-Disabled Veteran-Owned Small Business Set-Aside (Nov 2011) (15 U.S.C. 657 f).
- ___ (23) 52.219-28, Post Award Small Business Program Rerepresentation (Jul 2013) (15 U.S.C. 632(a)(2)).
- ___ (24) 52.219-29, Notice of Set-Aside for Economically Disadvantaged Women-Owned Small Business (EDWOSB) Concerns (Jul 2013) (15 U.S.C. 637(m)).
- ___ (25) 52.219-30, Notice of Set-Aside for Women-Owned Small Business (WOSB) Concerns Eligible Under the WOSB Program (Jul 2013) (15 U.S.C. 637(m)).
- ___ (26) 52.222-3, Convict Labor (June 2003) (E.O. 11755).
- ___ x (27) 52.222-19, Child Labor—Cooperation with Authorities and Remedies (Mar 2012) (E.O. 13126).
- ___ (28) 52.222-21, Prohibition of Segregated Facilities (Feb 1999).
- ___ (29) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).
- ___ (30) 52.222-35, Equal Opportunity for Veterans (Sep 2010)(38 U.S.C. 4212).
- ___ (31) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).
- ___ (32) 52.222-37, Employment Reports on Veterans (SEP 2010) (38 U.S.C. 4212).
- ___ (33) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496).
- ___ (34) 52.222-54, Employment Eligibility Verification (Jul 2012). (Executive Order 12989). (Not applicable to the acquisition of commercially available off-the-shelf items or certain other types of commercial items as prescribed in 22.1803.)
- ___ (35)(i) 52.223-9, Estimate of Percentage of Recovered Material Content for EPA–Designated Items (May 2008) (42 U.S.C. 6962(c)(3)(A)(ii)). (Not applicable to the acquisition of commercially available off-the-shelf items.)
- ___ (ii) Alternate I (May 2008) of 52.223-9 (42 U.S.C. 6962(i)(2)(C)). (Not applicable to the acquisition of commercially available off-the-shelf items.)
- ___ (36) 52.223-15, Energy Efficiency in Energy-Consuming Products (Dec 2007) (42 U.S.C. 8259b).
- ___ (37)(i) 52.223-16, IEEE 1680 Standard for the Environmental Assessment of Personal Computer Products (Dec 2007) (E.O. 13423).

- ___ (ii) Alternate I (Dec 2007) of 52.223-16.
- (38) 52.223-18, Encouraging Contractor Policies to Ban Text Messaging While Driving (Aug 2011) (E.O. 13513).
- ___ (39) 52.225-1, Buy American Act—Supplies (Feb 2009) (41 U.S.C. 10a-10d).
- ___ (40)(i) 52.225-3, Buy American Act—Free Trade Agreements—Israeli Trade Act (Nov 2012) (41 U.S.C. chapter 83, 19 U.S.C. 3301 note, 19 U.S.C. 2112 note, 19 U.S.C. 3805 note, 19 U.S.C. 4001 note, Pub. L. 103-182, 108-77, 108-78, 108-286, 108-302, 109-53, 109-169, 109-283, 110-138, 112-41, 112-42, and 112-43).
- ___ (ii) Alternate I (Mar 2012) of 52.225-3.
- ___ (iii) Alternate II (Mar 2012) of 52.225-3.
- ___ (iv) Alternate III (Nov 2012) of 52.225-3.
- ___ (41) 52.225-5, Trade Agreements (SEPT 2013) (19 U.S.C. 2501, *et seq.*, 19 U.S.C. 3301 note).
- ___ (42) 52.225-13, Restrictions on Certain Foreign Purchases (June 2008) (E.O.'s, proclamations, and statutes administered by the Office of Foreign Assets Control of the Department of the Treasury).
- ___ (43) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).
- ___ (44) 52.226-4, Notice of Disaster or Emergency Area Set-Aside (Nov 2007) (42 U.S.C. 5150).
- ___ (45) 52.226-5, Restrictions on Subcontracting Outside Disaster or Emergency Area (Nov 2007) (42 U.S.C. 5150).
- (46) 52.232-29, Terms for Financing of Purchases of Commercial Items (Feb 2002) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).
- ___ (47) 52.232-30, Installment Payments for Commercial Items (Oct 1995) (41 U.S.C. 255(f), 10 U.S.C. 2307(f)).
- (48) 52.232-33, Payment by Electronic Funds Transfer—System for Award Management (Jul 2013) (31 U.S.C. 3332).
- ___ (49) 52.232-34, Payment by Electronic Funds Transfer—Other than System for Award Management (Jul 2013) (31 U.S.C. 3332).
- ___ (50) 52.232-36, Payment by Third Party (Jul 2013) (31 U.S.C. 3332).
- ___ (51) 52.239-1, Privacy or Security Safeguards (Aug 1996) (5 U.S.C. 552a).
- ___ (52)(i) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631).
- ___ (ii) Alternate I (Apr 2003) of 52.247-64.

(c) The Contractor shall comply with the FAR clauses in this paragraph (c), applicable to commercial services, that the Contracting Officer has indicated as being incorporated in this contract by reference to implement provisions of law or Executive orders applicable to acquisitions of commercial items:

[Contracting Officer check as appropriate.]

- ___ (1) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, *et seq.*).
- ___ (2) 52.222-42, Statement of Equivalent Rates for Federal Hires (May 1989) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).
- ___ (3) 52.222-43, Fair Labor Standards Act and Service Contract Act—Price Adjustment (Multiple Year and Option Contracts) (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).
- ___ (4) 52.222-44, Fair Labor Standards Act and Service Contract Act—Price Adjustment (Sep 2009) (29 U.S.C. 206 and 41 U.S.C. 351, *et seq.*).

___ (5) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment—Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*).

___ (6) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services—Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*).

___ (7) 52.222-17, Nondisplacement of Qualified Workers (JAN 2013) (E.O.13495).

___ (8) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (Mar 2009) (Pub. L. 110-247).

___ (9) 52.237-11, Accepting and Dispensing of \$1 Coin (Sept 2008) (31 U.S.C. 5112(p)(1)).

(d) *Comptroller General Examination of Record*. The Contractor shall comply with the provisions of this paragraph (d) if this contract was awarded using other than sealed bid, is in excess of the simplified acquisition threshold, and does not contain the clause at 52.215-2, Audit and Records—Negotiation.

(1) The Comptroller General of the United States, or an authorized representative of the Comptroller General, shall have access to and right to examine any of the Contractor's directly pertinent records involving transactions related to this contract.

(2) The Contractor shall make available at its offices at all reasonable times the records, materials, and other evidence for examination, audit, or reproduction, until 3 years after final payment under this contract or for any shorter period specified in FAR Subpart 4.7, Contractor Records Retention, of the other clauses of this contract. If this contract is completely or partially terminated, the records relating to the work terminated shall be made available for 3 years after any resulting final termination settlement. Records relating to appeals under the disputes clause or to litigation or the settlement of claims arising under or relating to this contract shall be made available until such appeals, litigation, or claims are finally resolved.

(3) As used in this clause, records include books, documents, accounting procedures and practices, and other data, regardless of type and regardless of form. This does not require the Contractor to create or maintain any record that the Contractor does not maintain in the ordinary course of business or pursuant to a provision of law.

(e)(1) Notwithstanding the requirements of the clauses in paragraphs (a), (b), (c), and (d) of this clause, the Contractor is not required to flow down any FAR clause, other than those in this paragraph (e)(1) in a subcontract for commercial items. Unless otherwise indicated below, the extent of the flow down shall be as required by the clause—

(i) 52.203-13, Contractor Code of Business Ethics and Conduct (Apr 2010) (Pub. L. 110-252, Title VI, Chapter 1 (41 U.S.C. 251 note)).

(ii) 52.219-8, Utilization of Small Business Concerns (Jul 2013) (15 U.S.C. 637(d)(2) and (3)), in all subcontracts that offer further subcontracting opportunities. If the subcontract (except subcontracts to small business concerns) exceeds \$650,000 (\$1.5 million for construction of any public facility), the subcontractor must include 52.219-8 in lower tier subcontracts that offer subcontracting opportunities.

(iii) 52.222-17, Nondisplacement of Qualified Workers (JAN 2013) (E.O. 13495). Flow down required in accordance with paragraph (l) of FAR clause 52.222-17.

(iv) 52.222-26, Equal Opportunity (Mar 2007) (E.O. 11246).

(v) 52.222-35, Equal Opportunity for Veterans (Sep 2010) (38 U.S.C. 4212).

(vi) 52.222-36, Affirmative Action for Workers with Disabilities (Oct 2010) (29 U.S.C. 793).

(vii) 52.222-40, Notification of Employee Rights Under the National Labor Relations Act (Dec 2010) (E.O. 13496). Flow down required in accordance with paragraph (f) of FAR clause 52.222-40.

(viii) 52.222-41, Service Contract Act of 1965 (Nov 2007) (41 U.S.C. 351, *et seq.*).

(ix) 52.222-50, Combating Trafficking in Persons (Feb 2009) (22 U.S.C. 7104(g)).

___ Alternate I (Aug 2007) of 52.222-50 (22 U.S.C. 7104(g)).

(x) 52.222-51, Exemption from Application of the Service Contract Act to Contracts for Maintenance, Calibration, or Repair of Certain Equipment-Requirements (Nov 2007) (41 U.S.C. 351, *et seq.*).

(xi) 52.222-53, Exemption from Application of the Service Contract Act to Contracts for Certain Services-Requirements (Feb 2009) (41 U.S.C. 351, *et seq.*).

(xii) 52.222-54, Employment Eligibility Verification (Jul 2012).

(xiii) 52.225-26, Contractors Performing Private Security Functions Outside the United States (Jul 2013) (Section 862, as amended, of the National Defense Authorization Act for Fiscal Year 2008; 10 U.S.C. 2302 Note).

(xiv) 52.226-6, Promoting Excess Food Donation to Nonprofit Organizations (Mar 2009) (Pub. L. 110-247). Flow down required in accordance with paragraph (e) of FAR clause 52.226-6.

(xv) 52.247-64, Preference for Privately Owned U.S.-Flag Commercial Vessels (Feb 2006) (46 U.S.C. Appx. 1241(b) and 10 U.S.C. 2631). Flow down required in accordance with paragraph (d) of FAR clause 52.247-64.

(2) While not required, the contractor may include in its subcontracts for commercial items a minimal number of additional clauses necessary to satisfy its contractual obligations.

(End of clause)

DEPARTMENT OF STATE ACQUISITION REGULATION (48 CFR Chapter 6) CLAUSES

NUMBER	TITLE	DATE
652.225-71	Section 8(a) of the Export Administration Act of 1979, As Amended (if order exceeds simplified acquisition threshold)	AUG 1999
652.229-70	Excise Tax Exemption Statement for Contractors Within the United States (for supplies to be delivered to an overseas post)	JUL 1988
652.229-71	Personal Property Disposition at Posts Abroad	AUG 1999
652.237-72	Observance of Legal Holidays and Administrative Leave (for services where performance will be on-site in a Department of State facility)	APR 2004
652.239-71	Security Requirements for Unclassified Information Technology Resources (for orders that include information technology resources or services in which the contractor will have physical or electronic access to Department information that directly supports the mission of the Department)	SEP 2007
652.242-70	Contracting Officer's Representative (if a COR will be named for the order) Fill-in for paragraph b: "The COR is "	AUG 1999
652.242-71	Notice of Shipments (for overseas shipment of supplies)	JUL 1988
652.242-73	Authorization and Performance	AUG 1999
652.243-70	Notices	AUG 1999

The following clause is provided in full text, and is applicable for orders for services that will require contractor employees to perform on-site at a DOS location and/or that require contractor employees to have access to DOS information systems:

652.204-70 Department of State Personal Identification Card Issuance Procedures (MAY 2011)

(a) The Contractor shall comply with the Department of State (DOS) Personal Identification Card Issuance Procedures for all employees performing under this contract who require frequent and continuing access to DOS facilities, or information systems. The Contractor shall insert this clause in all subcontracts when the subcontractor's employees will require frequent and continuing access to DOS facilities, or information systems.

(b) The DOS Personal Identification Card Issuance Procedures may be accessed at <http://www.state.gov/m/ds/rls/rpt/c21664.htm>.

(End of clause)