

## ADVOCACY QUESTIONNAIRE

### Contact Information

By submitting the Advocacy Questionnaire, your company agrees to allow the Advocacy Center to share this document and the information contained therein, on an as-needed basis, with other United States Government agencies to carry out appropriate due diligence and more effectively advocate for your interests. The information in the questionnaire, and any supplementary materials provided by your company, is considered business confidential and will not be shared with any other person or organization outside the U.S. Government unless the Advocacy Center is given permission to do so by your company. (Supplementary materials includes, among other items, written correspondence and verbal communication.) All business confidential information will be protected from disclosure to the extent permitted by law.

### Project

Name of Project: \_\_\_\_\_  
Location of Project: \_\_\_\_\_  
Country: \_\_\_\_\_

### Company Applying for Advocacy

Full Corporate Name: \_\_\_\_\_  
Headquarters Address: \_\_\_\_\_  
\_\_\_\_\_

### Place of Domicile:

Organization address: \_\_\_\_\_  
City: \_\_\_\_\_ Country: \_\_\_\_\_  
State / Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### Ownership:

(Identify any parent companies and the percentage of ownership of each parent)

Annual Sales (\$): \_\_\_\_\_  
Number of Employees: \_\_\_\_\_ U.S. \_\_\_\_\_ Outside U.S. \_\_\_\_\_  
Website (URL): \_\_\_\_\_

### Contact Person

Contact First Name: \_\_\_\_\_ Contact Last Name: \_\_\_\_\_  
Contact Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### Certification

The undersigned, being so authorized, certifies on behalf of the Company that, to the best of his/her knowledge, the information provided herewith is complete and accurate, and the Company is in compliance with applicable U.S. law.

\_\_\_\_\_  
[Signature of Authorized Company Official]

\_\_\_\_\_  
[Signature of Authorized Official of Bidder of Record, if applicable]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Date]

**A. PROJECT/TRANSACTION** *Please respond in detail to each question below.*

1. Have you requested advocacy in the past? \_\_\_\_\_  
If yes, when did you apply? \_\_\_\_\_  
Were you approved or denied? \_\_\_\_\_

If approved, what type of advocacy assistance was provided?

What was the end result?

If you haven't requested advocacy before, how did you hear about us? *(Please check all applicable)*

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Website          | <input type="checkbox"/> Seminar/Workshop | <input type="checkbox"/> Referral                 |
| <input type="checkbox"/> Trade Show/Event | <input type="checkbox"/> Brochure         | <input type="checkbox"/> Other (Please Specify) : |

2. What is the foreign government entity responsible for the official tender and decisions and final selections?
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3. What, if any, other foreign government entities may directly or indirectly influence the procurement decision? (if known)

4. What is the current status or stage of the foreign government tender (including company interactions with the government decision-makers to date)?

Please provide the specific timeframes for when the procurement actions will take place and when decisions will be made (if known).

Interim decision date: \_\_\_\_\_

Final decision date: \_\_\_\_\_

5. Description of the foreign project/transaction.

Please provide a description of:

a) The overall project:

b) All project Goods/Services: *(Please be as detailed as possible)*

c) U.S.-sourced Goods/Services provided by your company:

d) U.S.-sourced Goods/Services provided by other companies:

List name and location of other companies:

Name: _____	Location: _____

e) Foreign-sourced Goods/Services provided by your company:

e) Foreign-sourced Goods/Services provided by other companies:

List name and location of other companies:

Name: _____	Location: _____

6. Will any items or technology to be exported in connection with this project/transaction require U.S. Government export licenses (e.g., a Department of State license or a Department of Commerce license)?

Yes       No      *(Please check one)*

If yes, please provide license/application number(s) and/or status of application:

License/Application Number(s): \_\_\_\_\_  
Status of Application: \_\_\_\_\_

7. Total value of the project/transaction (i.e., the estimated contract value specified in U.S. dollars):

\_\_\_\_\_

Is the company's product sourced/produced entirely in the United States?

Yes       No      *(Please check one)*

Please indicate below the best estimates or actual dollar values contributed to this tender. Identify separately value(s) to be provided by domestic and/or foreign partners in a consortium, if applicable:

a) U.S.-sourced Goods provided by your company	_____	
b) U.S.-sourced Services provided by your company	_____	
c) U.S.-sourced Goods provided by <i>other</i> companies	_____	
d) U.S.-sourced Services provided by <i>other</i> companies	_____	
e) Total U.S.-sourced Goods/Services (A+B+C+D)	_____	
f) Foreign-sourced Goods provided by your company	_____	
g) Foreign-sourced Services provided by your company	_____	
h) Foreign-sourced Goods provided by other companies	_____	
i) Foreign-sourced Services provided by other companies	_____	
j) Total Foreign-sourced Goods/Services (F+G+H+I)	_____	
k) Total Project Value (E+J)	_____	
l) Percent of U.S.-sourced goods and services content (E/K stated as a %)	_____	

**B. PARTNERSHIPS/CONSORTIUM AND FINANCING**

1. How will the project be financed? \_\_\_\_\_  
By what institution? \_\_\_\_\_

Are you the "Bidder of Record"?

Yes       No      *(Please check one)*

2. If not, please provide the name and nationality of the Bidder of Record.  
Name: \_\_\_\_\_ Nationality: \_\_\_\_\_

3. Are you bidding in a partnership or a consortium with other companies?

Yes       No      *(Please check one)*

If yes:

a) Ownership/structure/control of consortium (provide percentages where applicable):

Ownership:	_____	%	_____
	_____	%	_____
	_____	%	_____
Structure:	_____	%	_____
	_____	%	_____
	_____	%	_____
Control:	_____	%	_____
	_____	%	_____
	_____	%	_____

b) Name, nationality, address, telephone number, contact name, email address and title of the company's partners and/or consortium members:

	Partner 1	Partner 2	Partner 3
<b>Name:</b>			
<b>Title:</b>			
<b>Nationality:</b>			
<b>Address:</b>			
<b>Telephone:</b>			
<b>Contact Name:</b>			
<b>E-mail Address:</b>			

c) Anticipated role of each partner and/or member of the consortium:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

4. Has your company, partner(s), or any member of your consortium requested or received advocacy or any other assistance from a foreign government in connection with this project/transaction?

Yes       No      *(Please check one)*

If yes, please explain:

5. Has your company — or any member of your consortium — applied for financing/support from any public export finance institution (e.g. World Bank, EXIM, TDA, OPIC, foreign export financing agencies)?

Yes       No      *(Please check one)*

If yes, provide status of application:

To which institutions have you applied?

If no (as of completion of Questionnaire), indicate whether you plan to seek such financing/support in future:

Yes       No      *(Please check one)*

**C. REQUEST FOR ADVOCACY**

*Please be as specific as possible*

1. Type of assistance requested:

2. Please provide the working level contact information of the foreign government entity/entities you would like USG advocacy for, if any: *(In order of advocacy priority)*

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3. Reason for requested assistance:

4. Please highlight the competitiveness of your bid in terms of technology and price:

5. Is this request: *(Please check one)*

- In response to a government procurement?       An unsolicited proposal?

6. Is this request for: *(Please check one)*

- Commercial advocacy?       Defense advocacy?

If this is a defense advocacy request, please check one: *(Please check one)*

- Foreign Military Sale (FMS)       Direct Commercial Sale (DCS)

**D. COMPETITORS**

1. Please identify all known competitors for this project/transaction and their nationalities, including all U.S. and foreign companies/enterprises:

U.S. competitors, where applicable:

Company: \_\_\_\_\_  
Company: \_\_\_\_\_  
Company: \_\_\_\_\_

Foreign (non-U.S.) competitors:

Company: \_\_\_\_\_  
Company: \_\_\_\_\_  
Company: \_\_\_\_\_  
Company: \_\_\_\_\_  
Company: \_\_\_\_\_  
Company: \_\_\_\_\_

2. To your knowledge, have any of the competitors listed above sought or received foreign government advocacy in connection with this project/transaction?

Yes     No     Don't Know    *(Please check one)*

If yes, please explain and identify the source and type of advocacy.

**E. EXPECTED EFFECTS ON U.S. ECONOMY**

From what State(s) will exports be sourced should this project/transaction be awarded to the USG advocacy petitioner?

State:		State:	

## AGREEMENT CONCERNING BRIBERY AND CORPORATE POLICY PROHIBITING BRIBERY

**Agreement:**

\_\_\_\_\_ (“the Company”) has requested commercial advocacy for its bid or proposal for \_\_\_\_\_ in \_\_\_\_\_.

In connection with this request, the Company agrees that it and its Affiliates:

- (1) have not and will not engage in the bribery of foreign public officials in connection with the above matter; and
- (2) maintain and enforce a policy that prohibits the bribery of foreign public officials.

The Company understands that failure to comply with this Agreement may result in the denial of commercial advocacy.

**Definitions:**

For purposes of this Agreement:

The term “*Affiliate*” means (a) any company that holds, directly or indirectly, a majority of the voting stock of the Company; and (b) any other company the majority ownership of whose voting stock is held, directly or indirectly, by the Company or by a company described in (a).

The term “*bribery of foreign public officials*” has the meaning of the term “*bribery of foreign public officials*” in the Convention on Combating Bribery of Foreign Public Officials in International Business Transactions. In addition, for companies that are subject to the Foreign Corrupt Practices Act of 1977 (FCPA), as amended, the term “*bribery of foreign public officials*” refers to practices prohibited by the FCPA (see 15 U.S.C. §§ 78dd-1, 78dd-2, and 78dd-3).

\_\_\_\_\_  
[Name of the Company]

\_\_\_\_\_  
[Name of the Company]

\_\_\_\_\_  
[Signature of Authorized Company Official]

\_\_\_\_\_  
[Signature of authorized official of foreign bidder of record, if applicable]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Date]