**Section 1 – General Information**

|  |  |
| --- | --- |
| **Solicitation Number:** | EFRA-PROC-RFP-014 |
| **Solicitation Type:** | Request for Proposals (RFP) |
| **Procurement Description:** | The USAID Economic Foundations for a Resilient Armenia Activity (Economic Foundations) seeks a local consulting firm to develop an Armenia’s Wine Sector Development Strategy.Proposals from Individual consultants will not be considered for this assignment.  |
| **Anticipated Period of Performance:** | August 1, 2024 – December 25, 2024 |
| **Place of Performance:** | Yerevan, Armenia |
| **Contracting Party:** | CNFA**For**: USAID**Under**: USAID Economic Foundations for a Resilient Armenia  |
| **Release Date:** | June 28, 2024  |
| **Point of Contact for Questions and Offers:** | Name:Title:Address:Email: | Anna Trdatyan Office & Procurement Manager  4/7 Amiryan str, #4, 5th floor, Yerevan, Armenia, 0010   procurement@cnfa-armenia.org  |
| **Questions:** | **Question Deadline**: July 5, 2024, 6:00 PM, Yerevan (GMT+4) |
| **Instructions**: Questions must be submitted in writing; phone calls will not be accepted. Only CNFA’s written answers will be considered official and carry weight in the solicitation and subsequent evaluation. Verbal information received from CNFA or any other entity should not be considered an official response to any questions.  |
| **Offers:** | **Offer Deadline:** July 12, 2024,  |
| **Via:** | [x]  Email | [ ]  Hard copy | [ ]  Email or Hard copy |
| **Instructions:** Reference the Solicitation Number in any response to this solicitation. Offers received after the specified time and date will be considered late and considered only at CNFA’s discretion. Offerors must strictly follow the deadlines provided in this solicitation to be considered for award.  |
| **Offer Validity:** | Offers must remain valid for not less than 30 calendar days after the offer deadline.  |
| **Award:** | Award will be made to the offeror who is determined to be the best offeror per the evaluation criteria and methodology provided hereinCNFA will not issue an award to different offerors, entities, or third parties other than the selected offeror(s) which submits an offer in response to this solicitation. CNFA anticipates awarding a Fixed Price Contract to the selected offeror(s). |
| **Terms and Conditions:** | The resultant award is subject to CNFA’s Standard Terms and Conditions as stipulated in Section 6.  |

**Section 2 – Scope of Procurement**

**1. Introduction and Background:** CNFA is an international agricultural development organization that specializes in the design and implementation of sustainable, enterprise-based agricultural initiatives. CNFA implements the five-year, USAID Economic Foundations for a Resilient Armenia Activity (“Economic Foundations”), which introduces innovative, sustainable, scalable solutions and builds the capacity of government, industry, lenders, and investors to facilitate the growth and competitiveness of tourism, agriculture, and high-tech small and medium enterprises (SMEs). Using an integrated systems approach that leverages strong anchor firms and industry associations, the Activity is designed to strengthen key economic actors within the public and private sectors to exercise effective economic stewardship and ultimately build a more resilient Armenian economy.

One of major objectives of the Activity (Objective 1) is to help the Government of Armenia (GOAM) to deliver effective economic stewardship through improved institutional and human capacity and support the implementation of the Government’s 2021-2026 action plan focused on improving regulatory framework and business enabling environment, boosting investment and developing small- and medium-sized entrepreneurship and improve the organizational capacity of relevant government partners.

**Wine production and export:** Armenia’s wine production dates back at least 6000 years. Armenia possesses a rich historical legacy in wine and brandy production. Wine production has constantly grown over the last decade. Volumes increased from around 9 million liters in 2018 to 12.6 million liters in 2022. In 2021, the production of wine in Armenia (including sparkling wine) was 13.1 million liters[[1]](#footnote-2), about 7.2 percent of Georgia’s production. The wine sector in Armenia has high potential to increase production and exports, provided viticulture farms increase the supply of high-quality grapes to produce premium wines.

The sector has several strengths that could be used to distinguish Armenia’s wines and promote exports, including Armenia’s ancient history and rich culture in winemaking; native grape varieties; and international recognition and awards to Armenia’s winemakers. Armenia can capitalize on gastronomic/culinary tourism and on its diaspora, with a presence in many large and high-purchasing power markets, to promote its wines internationally.

There are around 13,000 grape producers in Armenia, with significant unplanted areas in the five regions that could be exploited for the production of high-quality grape. Total grape production (gross harvest) in Armenia was 237,100 tons in 2021 and approximately 226,000 tons in 2022), with the harvest used as follows:[[2]](#footnote-3)

* Around 70 percent for production of brandy;
* Around 15 percent for production of wine;
* Around 15 percent for table grapes.

Around 30 percent of wineries in Armenia have their own vineyards and better control over the quality of grape production and harvesting.

In 2022, Armenia produced approximately 12.6 million liters of wine[[3]](#footnote-4), of which[[4]](#footnote-5):

* Around 40 percent was high and premium quality wine;
* 11.2 percent was sparkling wine and 88.8 percent was still wine[[5]](#footnote-6);
* Around 50 percent was red, 30 percent white, 10 percent rose, and the remaining 10 percent was other types of wine, including sweet, dessert, and amber;
* A very limited production was sweet and semi-sweet wines (most Armenian wines are dry or semi-dry);
* A very limited production was organic and natural wines.

There were around 87 enterprises/individual entrepreneurs in 2022 engaged in exporting wine (almost twice more than in 2018). The average export of wine during the period 2018 to 2022 was around 3.12 million liters, with a total average value of $11.9 million during the same period.[[6]](#footnote-7)

Most Armenian wine exports have gone to Russia, with some moderate exports to the U.S., Ukraine, and Switzerland. Overall, export quantities in 2022 increased 1.9 times over 2018. The value of exports (in dollars) increased by 1.97 over the same period.[[7]](#footnote-8)

**Wine market diversification:** Currently, Armenian wine companies are heavily reliant on the Russian market, which constitutes around 80% of their total export volume. Armenia’s reliance on a single market makes it susceptible to economic and geopolitical risks. Fluctuations in Russian demand, trade regulations, or political situations can significantly affect Armenia's wine sector. Therefore, diversifying export destinations is imperative in ensuring consistent stability and expansion of the industry.

In 2021 the Ministry of Economy drafted an Armenian Wine Sector Strategy 2022-2030. Although it was not adopted by the GOAM, the advancement of the Wine Sector Development Strategy retains its status as a pivotal priority for both sectoral development and growth, and governmental endeavors. Consequently, the Ministry of Economy has sought the assistance of Economic Foundations to support with development of new Wine Sector Development Strategy.

**2. Scope of Work:** The objective of this assignment is to support the Ministry of Economy to develop the Wine Sector Development Strategy 2025-2030 collaborating with the Ministry of Economy of the Republic of Armenia (https://www.mineconomy.am/), Vine and Wine Foundation of Armenia (<https://vwfa.am/>) and Armenian wine industry actors.

**Tasks:** The primary tasks, to be conducted by the consulting firm include:

1. **Current State and Market Analysis**
	* **Global Trends Analysis:** Conduct a thorough analysis of the global trends in the wine focusing on factors influencing production, consumption, and market dynamics. Analyze global development and innovation trends in viticulture, winemaking technologies, packaging, and marketing strategies to identify potential areas for innovation in Armenia's wine sector.
	* **Evaluation of viticulture in Armenia:** To analyze the current situation, areas, varietal composition, areas of grape varieties and development trends.
	* **Armenian Wine Industry Assessment:** Analyze the current state of Armenia’s wine industry, including production volumes, export/import patterns, sector’s economic contribution, consumer preferences, infrastructure (including quality infrastructure compliance), regulatory environment, and competitive landscape.
	* **Challenges and Opportunities Identification:** Identify key issues and challenges, growth opportunities and success drivers within the Armenian wine industry.
	* **PESTEL Analysis:** Perform PESTEL analysis to assess the external environment impacting the viticulture and wine industry in Armenia.
	* **Target Export Markets Research:** Conduct thorough market research to identify target export markets considering demand trends, market access opportunities, competitive advantages, and demand for premium or niche wines.
	* **Competitor Benchmarking:** Benchmark Armenian wines against competitors in target markets to identify competitive strengths and weaknesses.
	* **Market Entry and Promotion Tactics:** Develop market entry tactics and promotional campaigns to increase awareness and penetration of Armenian wines in key export markets. Explore direct-to-consumer sales and export channels.
	* **Sustainability Practices:** Research best practices in sustainability within the global wine industry and assess their applicability to Armenia’s wine sector.
2. **Stakeholder Engagement**
	* **Stakeholders Engagement:** Engage stakeholders across the wine value chain, including grape growers, wine producers, , distributors, retailers, industry associations, government agencies, and consumers.
	* **Expert and Wine Community Insights:** Gather insights through in-depth interviews, focus group discussions, and consultations with the Ministry of Economy, Vine and Wine Foundation, experts, associations, and viticulture and wine private sector representatives (the list of respondents must be agreed upon with the Client in advance).
	* **Strategic Sessions:** Conduct strategic sessions to discuss and validate the identified issues and challenges, opportunities and proposed results framework and solicit input, feedback, and buy-in from stakeholders to ensure alignment and support for the development of Strategy.
3. **Goal Setting and Objectives:**
	* **Vision Articulation:** Define a clear vision for the future of the Armenian wine sector, articulating short-term, mid-term and long-term goals for the viticulture and wine sector development.
	* **Scenario Planning:** Carry out scenario planning exercises to anticipate potential future developments and challenges in the global and local wine markets, allowing for flexible and resilient strategic planning.
	* **Strategic Directions and Objectives:** Set development directions and SMART (specific, measurable, achievable, relevant, and time-bound) objectives to guide Strategy implementation and performance measurement.
4. **Risk Management Plan:** Development of a comprehensive risk management plan and contingency plan for the wine industry to address potential risks such as climate change impacts, economic downturns, and market disruptions. The Risk Management Plan will involve risk identification, risk assessment, mitigation strategies and Emergency Response Preparedness.
5. **Wine Sector Development Strategy and Action Plan:**
	* **Comprehensive Strategy Development:** Develop a comprehensive Wine Sector Development Strategy and Results Framework, based on findings from the analysis.
	* **Action Plan Formulation**: Develop a detailed action plan outlining specific initiatives, activities, responsibilities, timelines, and resource requirements for each strategic development direction.
6. **Metrics and Evaluation:**

Performance Indicators: Define key performance indicators (KPIs) and benchmarks to track progress and measure the impact of the Wine Sector Development Strategy.

**2.2 Deliverables**: The following deliverables will be provided:

|  |  |  |
| --- | --- | --- |
| **Deliverable** | **Deliverable Description** | **Anticipated Delivery Date** |
| 1.
 | Detailed Work Plan and Wine Sector Development Strategy draft outline. The Work plan must contain activities along with a Gantt chart, corresponding to scope of work, and millstones. | August 9, 2024 |
|  | Draft analytical report of the Wine Sector Development Strategy. This deliverable should provide a comprehensive analysis of the current state and global and local market analysis described in the section 2.1.  | September 30, 2024 |
| 1.
 | Finalized analytical report based on feedback received from the client, beneficiaries, and key stakeholders. | October 15, 2024 |
|  | Draft Wine Sector Development Strategy, including current state analysis, challenges and opportunities, vision, strategic directions and objectives, results framework, and detailed action plan in Armenian and in English.  | November 30, 2024 |
|  | Final Wine Sector Development Strategy and Action Plan in English and in Armenian finalized based on feedback received from the client, beneficiaries, and key stakeholders. | December 15, 2024 |

**2.3. Geographic Code Compliance:** Items offered must comply with USAID Geographic Codes 937 and 110. For a list of Source/Nationality countries approved within this USAID Geographic Code, refer to ADS Chapter 310, Source and Nationality Requirements for Procurement of Commodities and Services Financed by USAID. Contact CNFA with any questions regarding Geographic Code compliance.

**Section 3 – Evaluation Methodology and Criteria**

CNFA will use a Weighted Trade-Off Analysis, Including Cost Criteria evaluation methodology for this solicitation. Weighted Trade-Off Analysis selects the offeror providing the best overall value to CNFA, considering both price and technical factors, according to the assigned weights provided in the evaluation criteria. The Technical Evaluation Committee (TEC) will assess offer acceptability per the following criteria:

| **Criteria** | **Criteria Description** | **Assigned Weight** |
| --- | --- | --- |
| **Technical Merits of the Proposal** | * The proposal will be judged on the proposed design and methodology that most effectively and efficiently reaches the goal and objectives of this RFP. For the technical proposal, the Offeror is required to provide a detailed description of how the RFP requested activities will be implemented.
 | 30 |
| **Past Performance** | * The proposal will be evaluated on the Offeror’s experience in delivering similar work as requested in the RFP.
* Minimum of 7 years’ experience of developing sector-specific strategies and aligning strategies with national economic goals and policies.
* The offeror has deep experience in performing rigorous analysis as described in the scope of work in the last 5 years and communicating with high-level government officials and stakeholders about wine industry.
* Professional staff with extensive experience in conducting thorough market analysis, including demand and supply assessments, competitive landscape evaluations, and trend forecasting.
* In-depth understanding of viticulture (grape growing) and vinification (wine making) processes and network within the international wine community.
* Excellent communication and interpersonal skills, with the ability to effectively engage with stakeholders, including public authorities, wine companies, buyers, distributors, retailers, and journalists.
* Ability to leverage data and insights to inform strategic decision-making.
* Unparalleled project management capabilities, facilitating seamless and efficient communication between clients, stakeholders, and key audiences.
 | 30 |
| **Management, Personnel, and Resources** | * The Proposed staff have the requisite experience and expertise to perform that scope of work, within an appropriate level of effort. Offerors will be evaluated on offered experts’ relevant experience with similar activities. USAID Economic Foundations will evaluate the qualifications, knowledge, and involvement of the personnel in similar activities.
 | 20 |
| **Cost Proposal**  | * The proposed budget will be assessed on the degree to which the budget reflects the actual requirements of the technical proposal and the costs included in the budget accurately represent the work effort described in the technical proposal.
 | 20 |
| **TOTAL** | **100 points** |

**Section 4 – Offer Format Instructions**

Offers in response to this solicitation must comply with the following instructions:

1. Submissions will be accepted in the following language(s): English
2. Include the following in the offer footer:
	1. Offeror name
	2. Solicitation Number
	3. Page Numbers
3. Offer in the format provided in Annex 1

**Section 5 – Complete Offer**

A complete offer must include the following documents:

1. Completed Annex 1 – Offer Template
2. Copy of the Offeror’s business license
3. At least two letters of recommendation

**Section 6 – CNFA Terms and Conditions**

**1. Ethical and Business Conduct:** CNFA is committed to integrity in procurement, and only selects offerors based on objective business criteria such as price and technical merit. CNFA does not tolerate fraud, collusion among offerors, falsified proposals/bids, bribery, or kickbacks. Any organization or individual violating these standards will be disqualified from this solicitation, barred from future procurement opportunities, and may be reported to both CNFA’s Client – as applicable – and the appropriate Office of the Inspector General.

Employees and agents of CNFA are strictly prohibited from asking for or accepting any money, fee, commission, credit, gift, gratuity, object of value or compensation from current or potential vendors or suppliers in exchange for or as a reward for business. Employees and agents engaging in this conduct are subject to termination and will be reported to CNFA’s Client – as applicable – and the appropriate Office of the Inspector General. In addition, CNFA will further inform these agencies of any Offerors’ offers of money, fee, commission, credit, gift, gratuity, object of value or compensation to obtain business.

Please contact the designated Point of Contact on the Solicitation Cover Page with any questions or concerns regarding the above information or to report any potential violations. Potential violations may also be reported directly to CNFA’s Fraud Hotline in writing via email at FraudHotline@cnfa.org or you may make an anonymous report by phone, text, or WhatsApp to the CNFA Global Fraud Hotline at 202-991-0943.

**2. Terms and Conditions:** This Solicitation is subject to CNFA’s standard terms and conditions. Any resultant award will be governed by these terms and conditions; a copy of the full terms and conditions is available upon request. Please note the following terms and conditions will apply:

1. CNFA’s standard payment terms are 30 calendar days after receipt and acceptance of any commodities or deliverables. Payment will only be issued to the entity submitting the offer in response to this Solicitation and identified in the resulting award; payment will not be issued to a third party.
2. No commodities or services may be supplied that are manufactured or assembled in, shipped from, transported through, or otherwise involving any of the following countries: Cuba, Iran, North Korea, Syria.
3. Any international air or ocean transportation or shipping carried out under any award resulting from this Solicitation must take place on U.S.-flag carriers/vessels unless otherwise approved by CNFA.
4. United States law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. The selected offeror under any award resulting from this Solicitation must ensure compliance with these laws.
5. United States law prohibits engaging in any activities related to Trafficking in Persons. The selected offeror under any award resulting from this Solicitation must ensure compliance with these laws.
6. The title to any goods supplied under any award resulting from this Solicitation shall pass to CNFA following delivery and acceptance of the goods by CNFA. Risk of loss, injury, or destruction of the goods shall be borne by the offeror until title passes to CNFA.
7. The offeror is prohibited from providing certain telecommunications equipment or services as a substantial or essential component of any system, or as a critical technology as part of any system, produced by the following covered companies, and their subsidiaries and affiliates, in the performance of any resulting award: Huawei Technologies Company; ZTE Corporation; Hytera Communications Corporation; Hangzhou Hikvision Digital Technology Company; Dahua Technology Company; and any other company as determined by the United States Government. The offeror certifies it will not provide covered telecommunications equipment or services to CNFA in performance of the resulting award. If covered telecommunications equipment or services are offered, the offeror must disclose it.

**3. Disclaimers:** This is a Solicitation only. Issuance of this Solicitation does not in any way obligate CNFA, its project(s), or its Client(s) to make an award or pay for costs incurred by potential offerors in the preparation and submission of an offer. In addition:

1. Offerors are responsible for ensuring their offers are received by CNFA in accordance with the instructions, terms, and conditions described in this Solicitation; failure to adhere to instructions may lead to disqualification
2. CNFA may cancel the Solicitation and not award at any time
3. CNFA may reject any or all responses received
4. Issuance of the Solicitation does not constitute award commitment by CNFA
5. CNFA reserves the right to disqualify any offer based on offeror's failure to follow the Solicitation instructions
6. CNFA will not compensate offerors for response to the Solicitation
7. CNFA reserves the right to issue award based on initial evaluation of offers without further discussion
8. CNFA may negotiate with offerors for their best and final offer and/or request clarifications from any offeror prior to award
9. CNFA reserves the right to increase or decrease its order for quantities or units with the selected offeror
10. CNFA may reissue the Solicitation or issue formal amendments revising the original Solicitation specifications and evaluation criteria before or after receipt of proposals
11. CNFA may modify the specifications without issuing a formal notice to all offerors when the revisions are immaterial to the scope of the Solicitation
12. CNFA may choose to award only part of the activities in the Solicitation, or issue multiple awards, if in the best interest of CNFA
13. CNFA reserves the right to waive minor offer deficiencies that can be corrected prior to award determination to promote competition
14. Offerors understand that CNFA’s Client(s) is not a party to this Solicitation and the offeror agrees that any protest hereunder must be presented – in writing with full explanations – to CNFA for consideration. CNFA’s Client(s) will not consider protests regarding procurements carried out by CNFA. CNFA, at its sole discretion, will make a final decision on any protest for this procurement.

**Annex 1 – Offer Template**

*The following cover letter must be placed on letterhead – if applicable – and completed/signed/stamped by a representative authorized to sign on behalf of the offeror:*

**PART 1 – COVER LETTER**

**To:**

Anna Trdatyan

Office & Procurement Manager

4/7 Amiryan str, #4, 5th floor, Yerevan, Armenia, 0010

procurement@cnfa-armenia.org

**Reference:** Solicitation no. EFRA-PROC-RFP-FO-014

To Whom It May Concern:

We, the undersigned, hereby provide the attached offer to perform all work required to complete the activities and requirements as described in the above-referenced Solicitation. Please find our offer attached.

We hereby acknowledge and agree to all terms, conditions, special provisions, and instructions included in the above-referenced Solicitation. We further certify that the below-named organization—as well as the organization’s principal officers and all commodities and services offered in response to this Solicitation—are eligible to participate in this procurement under the terms of this solicitation and under the applicable regulations.

Furthermore, we hereby certify that, to the best of our knowledge and belief:

* We have no close, familial, or financial relationships with any CNFA, its project staff members, or its Client (as applicable);
* We have no close, familial, or financial relationships with any other offerors submitting proposals in response to the above-referenced solicitation;
* We and our principal offerors are not debarred, suspended, or otherwise considered ineligible for receiving US Government funds. We understand that CNFA will not make any award to an entity that is debarred, suspended, or considered ineligible by the US Government;
* The prices in our offer have been arrived at independently, without any consultation, communication, or agreement with any other offeror or competitor for the purpose of restricting competition;
* All information in our proposal and all supporting documentation is authentic and accurate;
* We understand and agree to CNFA’s prohibitions against fraud, bribery, and kickbacks;
* We understand and agree to CNFA’s prohibitions against funding or associating with individuals or organizations engaged in terrorism or trafficking in persons activities.

We hereby certify that the enclosed representations, certifications, and other statements are accurate, current, and complete:

|  |  |  |
| --- | --- | --- |
| **For:** | **Offeror Name:** | *Offerors must provide entity name, if applicable, here* |
| **Submitted By:** | **Name:** | *Offerors must print name of the authorized person who completed this offer here* |
| **Title:** | *Offerors must provide title of the authorized person who completed this offer here* |
| **Signature:** | *Offerors must provide signature of the authorized person who completed this offer here* |
| **Date:** | *Offerors must indicate the date this offer was completed here* |
| **Organization Information:** | **Phone:** | *Offerors must provide phone number for contact if selected for negotiation or award here* |
| **Email:** | *Offerors must provide email for contact if selected for negotiation or award here* |
| **Address:** | *Offerors must provide address for contact if selected for negotiation or award here* |
| **Website:** | *Offerors must provide organization website, if applicable, here* |
| **Country of Nationality:** | *Offerors must indicate their country of legal organization, ownership, citizenship, or lawful permanent residence here* |
| **Registration or Taxpayer ID Number:** | *Offerors must provide registration and/or taxpayer ID number here* |

**PART 2 – OFFER**

Offerors are instructed to complete this form and place it on the Offeror’s letterhead. Once completed, this form serves as the binding proposal in response to this solicitation and is valid for the period identified on the cover page of this Solicitation. Failure to submit the information required herein may lead to disqualification of the offer.

1. **Technical Proposal**

**1.1. Technical Approach**

In 1,000 words or less, provide a methodology and implementation plan for the tasks outlined in Section 2. In addition, list the team members who will be engaged in the implementation of the assessment and strategy development and detail their experience and qualifications (attach CVs – not included in the word count). Please include who will manage the team, key strategic and creative staff, and other resources, internal or external, that may be used. Please specify those tasks assigned to each employee and/or proposed consultant.

|  |
| --- |
| *Offerors must respond to the prompt here.* |

* 1. **Past Performance**

Offerors are required to provide evidence of past performance responding to the criteria outlined below:

* Minimum of 7 years’ experience of developing sector-specific strategies aligning with national economic goals and policies.
* Experience in performing rigorous analysis as described in the scope of work in the last 5 years and communicating with high-level government officials and stakeholders, particularly in the wine industry.

Offerors must complete **five (5) past performance** **reference forms** using the template provided below:

|  |
| --- |
| **Past Performance Template**  |
| **Project Title:**  | **Period of Implementation:** |
| **Funding Organization/Contact Person:** | **Total Budget Amount:** |
| **Project Description** (please include the goals and objectives, as well as the methodology used): |
| **Project Outcomes** (qualitative and quantitative):  |

1. **Cost Proposal**

**2.1. Budget**

Offerors are instructed to complete boxes highlighted in gray. Pricing must be presented in AMD. The cost proposal must match the degree of sophistication of the technical proposal. CNFA reserves the right to negotiate the proposed budget or request clarification at its discretion.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Cost Category** | **Unit** | **Quantity** | **Unit Price****AMD** | **Total Price****AMD** | **Budget Notes** |
| 1. [Personnel] |
| *Offerors must propose line-items within the Cost Category; repeat for as many line-items as necessary*  | *Offerors must provide the unit price here* | *Offerors must provide the number of units here* | *Offerors must quote the unit price here* | *Offerors must provide the total price (unit x quantity x unit price) here* | *Offerors must describe the purpose of the cost and basis for the price here* |
| 2. [Equipment] |
|  |  |  |  |  |  |
| 3. [Materials/Supplies] |
|  |  |  |  |  |  |
| 4. [Transportation] |
|  |  |  |  |  |  |
| 5. [Communication] |
|  |  |  |  |  |  |
| 6. [Services] |
|  |  |  |  |  |  |
| 7. [Other Direct Costs] |
|  |  |  |  |  |  |
| 8. [Indirect Costs] |
| **TOTAL** |  |  |  |  |  |

**2.2. Deliverables and Payment Schedule**

Offerors are instructed to complete boxes highlighted in gray:

| **Deliverable** | **Deliverable Description** | **Anticipated Delivery Date** | **Offered Delivery Date** *Offerors must propose delivery date in each cell of this column* | **Offered Payment Installment (AMD)** *Offerors must propose corresponding delivery payment in each cell of this column* |
| --- | --- | --- | --- | --- |
|  |  | August 9, 2024 |  |  |
|  |  | September 30, 2024 |  |  |
|  |  | October 15, 2024 |  |  |
|  |  | November 30, 2024 |  |  |
|  |  | December 15, 2024 |  |  |
| **TOTAL (AMD)** |  |

1. **Tax Considerations**

Offerors are made aware of CNFA’s tax status in Armenia. CNFA is tax-exempt in Armenia. Offers submitted must comply with these tax considerations.

1. **Bank Account**

Offerors are instructed to complete boxes highlighted in gray:

|  |  |
| --- | --- |
| Does the Offeror have an active bank account? | [ ]  Yes[ ]  No |
| If yes, provide the Offeror name associated with the Bank Account if selected for eventual award.  | *Offerors must provide the name associated with their Bank Account, if applicable, here* |

1. **References**

Offerors are instructed to complete the boxes highlighted in gray:

|  |  |  |  |
| --- | --- | --- | --- |
| **Reference No.** | **Reference Name** | **Contact Information** | **Affiliation** |
| 1 | *Offerors must provide name of reference (organization or individual) provided here* | **Name:****Phone:****Email:****Address:** | *Offerors must describe relationship with reference here* |
| *Etc.* | *Offerors must provide name of reference (organization or individual) provided here* | **Name:****Phone:****Email:****Address:** | *Offerors must describe relationship with reference here* |
| *Etc.* | *Offerors must provide name of reference (organization or individual) provided here* | **Name:****Phone:****Email:****Address:** | *Offerors must describe relationship with reference here* |

1. Armenian Statistical committee [www.armstat.am](https://nam02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.armstat.am%2F&data=05%7C02%7CGayane.Dallakyan-IC%40cnfa-armenia.org%7C7509f566361f4f01712808dc952747eb%7Cd5a4a666b0e440c98e7996dd2051a1d9%7C0%7C0%7C638549243358124581%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=gHM17AE6LY%2Bz1PaKs5Db3jmCRxZmEvUo%2Bg1vJ%2FW%2BzjE%3D&reserved=0) [↑](#footnote-ref-2)
2. According to industry representatives [↑](#footnote-ref-3)
3. Armenian Statistical committee [www.armstat.am](https://nam02.safelinks.protection.outlook.com/?url=http%3A%2F%2Fwww.armstat.am%2F&data=05%7C02%7CGayane.Dallakyan-IC%40cnfa-armenia.org%7C7509f566361f4f01712808dc952747eb%7Cd5a4a666b0e440c98e7996dd2051a1d9%7C0%7C0%7C638549243358124581%7CUnknown%7CTWFpbGZsb3d8eyJWIjoiMC4wLjAwMDAiLCJQIjoiV2luMzIiLCJBTiI6Ik1haWwiLCJXVCI6Mn0%3D%7C0%7C%7C%7C&sdata=gHM17AE6LY%2Bz1PaKs5Db3jmCRxZmEvUo%2Bg1vJ%2FW%2BzjE%3D&reserved=0) [↑](#footnote-ref-4)
4. According to Vine and Wine Foundation of Armenia (VWFA) [↑](#footnote-ref-5)
5. Please note that these numbers are calculated based on “Output of Main Commodities in the Industrial Organizations (in Kind) for January-December 2022” report of ArmStat, according to which total production is ~12.6 million liters, of which 1.4 million is sparkling wine. [↑](#footnote-ref-6)
6. UN COMTRADE, https://comtradeplus.un.org/ [↑](#footnote-ref-7)
7. USAID ABEE “Alternative Export Markets for Armenian key impacted Product Groups” [↑](#footnote-ref-8)