

## Request for Proposals for Data Collection and Tracking Services for the AgResults Tanzania Dairy Productivity Challenge Project

Date: February 21, 2020

From: AgResults Secretariat

To: Potential Offerors

Subject: Request for Proposals (RFP) to provide Data Collection and Tracking systems and services for the AgResults Dairy Productivity Project

RFP Link: <https://agresults.org/news-and-blog/10-blog/162-rfp-tanzania-dcts>

The Secretariat of AgResults (“Secretariat”) invites your organization to submit a proposal (“Proposal”) to provide Data Collection and Tracking Services (DCTS) in accordance with this Request for Proposals (“RFP”) for the AgResults Tanzania Dairy Productivity Project (“Project”).

The Project is a new project under the AgResults Initiative, which is financed by the governments of Australia, Canada, the United Kingdom and the United States, and the Bill & Melinda Gates Foundation. For more information about AgResults, please visit [www.AgResults.org](http://www.AgResults.org).

The Project consists of a Pay-for-Results prize competition designed to spur improvements in smallholder dairy productivity in Tanzania. The prize incentive offered by AgResults will target the private sector to drive improved dairy input availability and use, resulting in increased smallholder dairy productivity and incomes.

The Secretariat expects to award a Firm-Fixed-Price Contract to the organization(s) hired for the services detailed in this Request for Proposals (RFP) for a period of four years and two months:

- **Project Period:** March 23, 2020 to May 31, 2024

Proposal procedures and instructions follow this letter in Appendix 1 and are incorporated herein and are made a part hereof. By submitting a Proposal and the required completed and signed “Anticorruption Compliance Certification” (Appendix 5), you will have consented to the terms of this RFP, including the proposal procedures and instructions.

Please note the deadline for receipt of proposal, with all required signatures, including a completed and signed Anticorruption Compliance Certification, is due no later than 1700 Hrs. US Eastern Daylight Time (US EDT) on **March 06, 2020**. Proposal documents should be submitted in one email to [info@agresults.org](mailto:info@agresults.org). Please indicate “**Dairy Project DCTS RFP**” in the subject line of the email. The full timeline for this RFP is included in Appendix 1.

AgResults will review and evaluate proposal submissions using the evaluation criteria specified in Appendix 4 of this RFP and will select the organization(s) at its sole discretion.

The selected organization(s) will be notified in writing. Notwithstanding the notification by the AgResults of the contemplated award, no work shall commence prior to the issuance and signature by the AgResults Secretariat of a Project DCTS Agreement. AgResults reserves the right to select any number of applying organizations or not to select any organization. The AgResults Secretariat reserves the right to award a contract for all or a portion of the work required, issue more than one contract, or to not award a contract.

We look forward to working with you on this opportunity. Should you have any questions or comments please direct them to [info@agresults.org](mailto:info@agresults.org). We appreciate your responsiveness and look forward to a mutually beneficial business relationship.

Sincerely,

/s/

Rodrigo Ortiz  
Secretariat Lead Consultant

Appendices:

1. Proposal Procedures and Instructions
2. AgResults Background
3. Terms of Reference
4. Proposal Requirements
5. Anti-Corruption Compliance Certificate
6. Pricing Template
7. Illustrative Farmer Profile and Sales for proposed Database Fields

## Appendix 1 Proposal Procedures and Instructions

### 1. Proposal Procedures and Instructions

This section of the RFP provides the general procedures and instructions the Offeror is expected to follow in completing its response and submitting the Proposal.

#### 1.1. Proposal Format and Content

Offerors shall submit the following clearly identified two components as separate documents, with numbered and ordered subsections in the Proposal that match those subsections detailed in Appendix 4 "Proposal Requirements":

1. Technical Proposal and
2. Price Proposal

Clarity and completeness are of the utmost importance in the Proposal, as an organization's capabilities can only be considered when properly documented within the Proposal.

#### 1.2. RFP Schedule of Events

- a) **Deadline for Proposals**, with all required signatures, including a completed and signed Anticorruption Compliance Certification, is no later than 1700 Hrs. US Eastern Time (US ET) on **March 06, 2020**. Proposal documents should be submitted in one email to [info@agresults.org](mailto:info@agresults.org). Please indicate "**Dairy Project DCTS RFP**" in the subject line of the email.
- b) **Questions** concerning the Project, or this RFP may be submitted by Offerors at any time, but no later than 1700 Hrs. US Eastern Time (US ET) on **February 27, 2020** to [info@agresults.org](mailto:info@agresults.org). Please indicate "**Dairy Project DCTS RFP Questions**" in the subject line of the email.
- c) **Answers** to timely-received questions will be posted on the AgResults website no later than 1700 Hrs. US Eastern Time (US ET) on **February 28, 2020**. Answers to questions will be posted on <https://agresults.org/news-and-blog/10-blog/162-rfp-tanzania-dcts>
- d) The Secretariat expects to award the Dairy Project DCTS Offeror contract on or about **March 20, 2020** with an expected contract start date of **March 23, 2020**.

Please be advised that late Proposal submissions may be considered non-responsive and may be excluded from evaluation and award consideration.

#### 1.3. Anticipated Contract Type and Period of Performance

The Secretariat expects to award to the selected Project DCTS Offeror a Firm-Fixed-Price Contract for the Project DCTS services detailed in this RFP for a period of four years and two months, subject to annual reauthorization in writing from AgResults:

- **Period of Performance:** March 23, 2020 to May 31, 2024

If AgResults, at its sole discretion, decides to exercise the next annual Period, the Secretariat will inform the Project DCTS Offeror no later than 30 days before the start of the annual Period to be exercised.

Payment for the Project DCTS organization's services under the contract will be made by the AgResults' Financial Trustee. The Trustee reserves the right to withhold from payments any taxes or similar fees as may be required by applicable law.

#### **1.4. Terms of Reference**

See Appendix 3.

#### **1.5. Proposal Validity Period**

The Offeror's Proposal must remain valid for one hundred and twenty (120) days after submission and the validity period of 120 days must be noted in the Offeror's Proposal cover letter.

#### **1.6. Responsibility for Compliance with Legal Requirements**

The Offeror's products, services, and facilities must be in full compliance with all applicable laws, regulation, codes, standards, and ordinances, regardless of whether or not they are referred to by the Secretariat.

#### **1.7. Proposal-Related Incurred Costs**

The Offeror will be responsible for all costs incurred in preparing or responding to this RFP. All materials and documents submitted in response to this RFP become the property of the Secretariat and will not be returned. This RFP will in no way obligate the Secretariat to compensate any Offeror for costs associated with the preparation of its Proposal.

#### **1.8. Reservation of Rights**

This RFP does not commit the Secretariat to award a contract, to pay any costs incurred in the preparation of a Proposal in response to this request, or to procure or subcontract for services or supplies. The Secretariat reserves the right to cancel this procurement at any time without prior notice. The Secretariat may require the Offeror to participate in discussions, solely at the Secretariat's discretion, and to submit such monetary, technical or other revisions of their Proposals that may result from such discussions. Offerors do not have the right to protest or seek a claim based on the Secretariat's exercise of its discretion or judgment in evaluating or awarding a contract arising from or relating to the Proposal. The Offeror expressly waives any and all rights and remedies under any civil action arising from or related to the submittal of a Proposal.

#### **1.9. Rejection of Solicitation Response**

The Secretariat reserves the right to reject any or all responses received or any part thereof, on any basis or for any reason to accept any response or any part thereof, or to waive any informalities when deemed to be in the Secretariat's best interest.

#### **1.10. Taxes**

Any applicable taxes that may be levied in connection with the Services in any jurisdiction will be the responsibility of the selected Project DCTS Offeror and are deemed to be included in the Offeror's proposed fixed price or fixed unit prices. The

Secretariat cannot confer any special tax- or duty-free status to the Project DCTS Offeror and the work is not exempt from any taxes or duties.

### **1.11. Evaluation Criteria**

Proposals will be evaluated and ranked by the Secretariat in the order in which they represent, in the Secretariat's sole discretion, the best value for AgResults. Greater weight will be given to the technical services than to price, but price (value for money) remains an important determinant for selection. Evaluation of the Proposals may include the following criteria (not in any particular order):

- a) The extent to which the offeror's proposed system meets all the technical requirements in this RFP under Appendix 3
- b) The Offeror's demonstrated technical ability to perform the requested services.
- c) The technical expertise and experience of the proposed team to carry out the scope of work.
- d) Past performance of similar or relevant services in the region.
- e) The price and value for money of the requested services.
- f) Compliance with the terms set forth in this RFP.

### **1.12. Compliance with Anticorruption Laws**

By submission of the Proposal, the Offeror represents and warrants that, in connection with this solicitation, the Offeror and any person or entity acting on its behalf has complied, and will continue to comply, with the U.S. Foreign Corrupt Practices Act (15 U.S.C. Section 78dd-1, et. seq.) as amended ("FCPA"), and all other applicable anticorruption laws, rules and regulations. As a general description, the FCPA prohibits corruptly offering or providing money, gifts or anything of value, to foreign (i.e., non-U.S.) officials for the purpose of obtaining or retaining business, or to secure an improper advantage. Other applicable anticorruption laws may also prohibit bribery of foreign officials or commercial counterparties. The Offeror, if awarded the Project DCTS contract, must notify the Secretariat immediately of any suspected or known violation of this warranty.

### **1.13. Anticorruption Compliance Certification**

The Offeror is required to submit a completed and signed Anticorruption Compliance Certification (see Appendix 5).

### **1.14. Confidential Information**

Notwithstanding any agreements, including any separate nondisclosure agreements, already in place between the parties, the Secretariat assumes no obligation regarding confidentiality of all or any portion of a Proposal or any other material **except** that the Secretariat may not disclose any portion, which the Offeror clearly designates as containing proprietary information by affixing the following paragraph **on the title page**:

*"This proposal, where explicitly marked, includes data that shall not be disclosed outside of the AgResults Initiative and its respective advisors, consultants and contractors, and shall not be used or disclosed—in whole or in part—for any purpose other than to evaluate this proposal. If, however, a contract is awarded to this Offeror as a result of—or in connection with—the submission of this proposal, the Secretariat shall have the right to duplicate, use, or disclose the data to the extent provided in the resulting contract. This restriction does not limit the Secretariat's right to use information contained in this data if it is obtained from another source without restriction."*

The Offeror will mark **each sheet** of data it wishes to restrict with the following: *“Use or disclosure of data contained on this sheet is subject to the restriction on the title page of this proposal.”*

Notwithstanding the foregoing, the Offeror agrees that its Proposal, including any portion containing confidential information, may be shared by the Secretariat with AgResults’ Financial Trustee, the AgResults’ Steering Committee and any or all Contributors to the AgResults Trust Fund. The Offeror’s Proposal may also be disclosed to third parties if required by order of a court, administrative agency or governmental body, or by any law, rule or regulation, or by subpoena, or any other administrative or legal process, or by applicable regulatory or professional standards; provided, however, that, to the extent permitted by applicable law, the Secretariat would use reasonable efforts prior to such disclosure to notify the Offeror and allow the Offeror to seek a protective order to restrict or narrow the disclosure in accordance with applicable law.

## Appendix 2 AgResults Background

### 1. AgResults Background

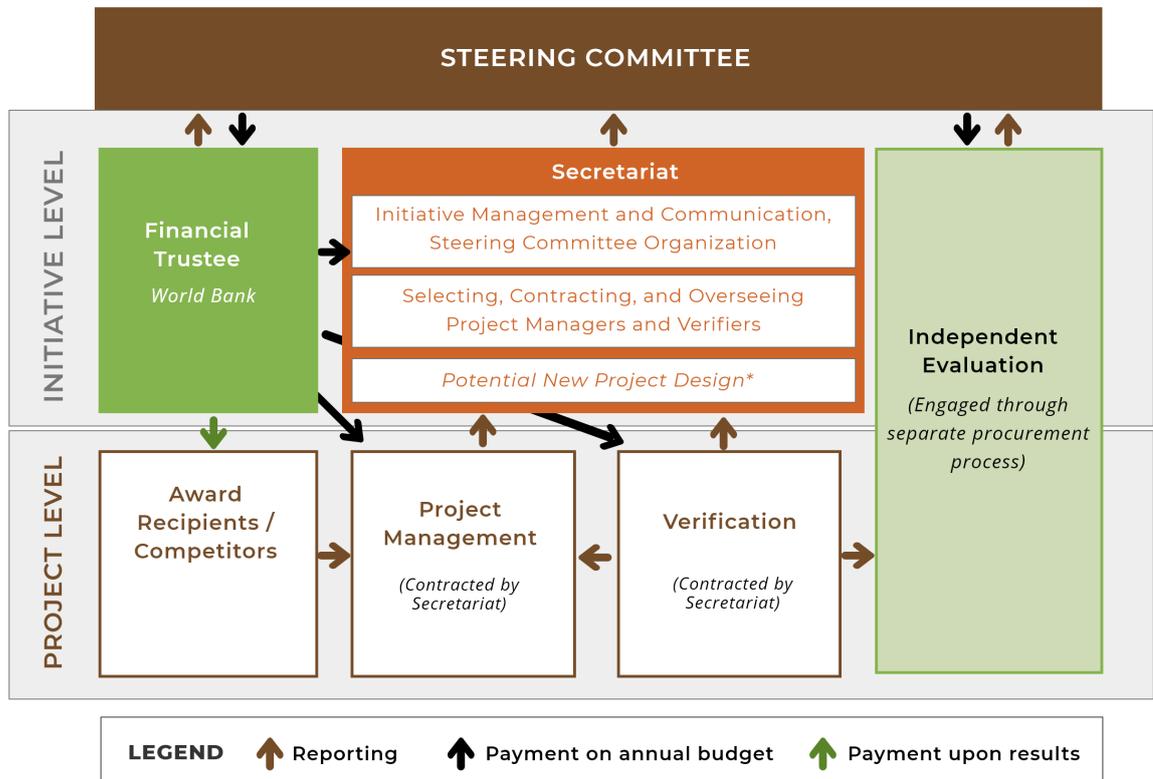
The AgResults Initiative (“AgResults”) is a US\$145 million multilateral initiative financed jointly by the governments of Australia, Canada, the United Kingdom, the United States, and the Bill & Melinda Gates Foundation (each, a “Contributor”) that uses Pay-for-Results prize competitions to incentivize, or “pull”, the private sector to overcome agricultural market barriers by investing in innovative research and delivery solutions that improve the lives of smallholder farmers. In doing so, AgResults goes beyond traditional “push”, or upfront grant funding, by harnessing private sector competition and innovation in spurring sustained market improvement. AgResults is currently implementing projects in East Africa, Nigeria, and Vietnam, along with a global Brucellosis Vaccine Development Project.

Several different bodies are involved in implementing the AgResults Initiative:

- A **Steering Committee**, comprised of donor organization representatives and the Trustee, makes strategic decisions.
- The International Bank for Reconstruction and Development serves as the **Financial Trustee** of the AgResults initiative and, among other things, manages donor contributions in a trust fund, makes payments of the grants or prizes to the Competitors, and contracts with the AgResults Secretariat.
- Deloitte Consulting LLP provides consulting services to AgResults and is known as the AgResults **Secretariat**. The Secretariat consults on new project design as well as on approved AgResults projects’ implementation. The Secretariat also provides services to contract the Project Manager.
- **Competitors** are organizations that participate or compete in each AgResults project and receive performance-based grants or prizes based on achieved and verified results. In case of the Dairy Productivity Project, the Competitors are dairy value chain companies and organizations that will participate in the Project.
- A **Project Manager** manages day-to-day implementation of each specific project and oversees all verification work.
- A project-specific **Verifier** verifies, determines, and certifies whether Competitors have achieved their reported results and whether those results qualify for the payment of prizes.
- Subject to the prior approval by the Steering Committee, the Project Manager selects, engages, and works with a **Technical Advisory Committee** comprised of five industry experts to provide technical and advisory expertise and guidance to the Project Manager, the Secretariat and the Steering Committee. The Technical Advisory Committee is not a decision-making body but provides important input and formal links to key project stakeholders.
- The Steering Committee has also contracted with a third-party firm to serve as an **External Evaluator** of certain AgResults Projects to measure impacts and to compare AgResults project results to traditional, “push mechanism” development approaches.

The relationship among the key parties is illustrated below:

**Figure 1: AgResults Initiative Structure**



## Appendix 3 Terms of Reference

### 1. Project DCTS Offeror Period of Performance

The Secretariat expects to award to the selected DCTS Offeror a Firm-Fixed-Price Contract for the Project DCTS services detailed in this RFP for a period of four years and two months, subject to annual reauthorization in writing from AgResults:

- **Period of Performance:** March 23, 2020 to May 31, 2024

If AgResults, at its sole discretion, decides to exercise the next annual Period, the Secretariat will inform the DCTS Offeror no later than 30 days before the start of the annual Period to be exercised.

Payment of the Project DCTS services under the contract will be made by the AgResults' Financial Trustee. The Trustee reserves the right to withhold from payment any taxes or similar fees as may be required by applicable law.

### 2. Project Overview

#### 2.1 Project Background

The Tanzanian dairy sector is dominated by smallholder farmers (SHF) who rely on limited-productivity cattle breeds, employ poor management practices, and face seasonal dips in feed availability. These factors constrain productivity and limit their ability to meet domestic demand and capitalize on the full income potential of milk production.

A range of challenges hinder SHF dairy productivity, including the following:

- **Low Productivity of Domestic Cattle:** an estimated 97% of dairy cattle are low-yield breeds.
- **Minimal Access and Use of Veterinary Services:** services are not widely accessible, particularly for women farmers.
- **Poor Quality & Availability of Feed:** there is significantly reduced availability of feed during dry seasons.
- **Minimal Access to Advisory Services:** SHFs have a limited access to capacity and building assistance.
- **Barriers to Formal Markets:** transportation difficulties and costs prevent SHFs from selling in formal markets. Concerns are particularly acute for women.
- **Seasonality in Production:** seasonal production highs and lows due to varying feed availability creates price volatility, discouraging formal milk marketing.
- **Infrastructure:** limited cooling and storage facilities complicate aggregation and encourage SHFs to sell milk immediately.
- **Lack of Quality Assurance:** volume is prioritized over quality.

Despite these challenges, there are indications that Tanzania, particularly the coastal region that includes Tanga, Pwani, and Dar es Salaam, represents an opportunity for SHFs. Increasing GDP growth and urbanization in the region signal a growing market demand for milk and dairy products that SHFs, who produce most domestic milk, are well positioned to fill.

## 2.2 Project Goals and Theory of Change

The AgResults Dairy Productivity Challenge Project (the “Project”), aims to strengthen the ability of SHFs to increase dairy productivity to meet the growing demand for milk and dairy products in Tanzania. Specifically, the project’s objectives are the following:

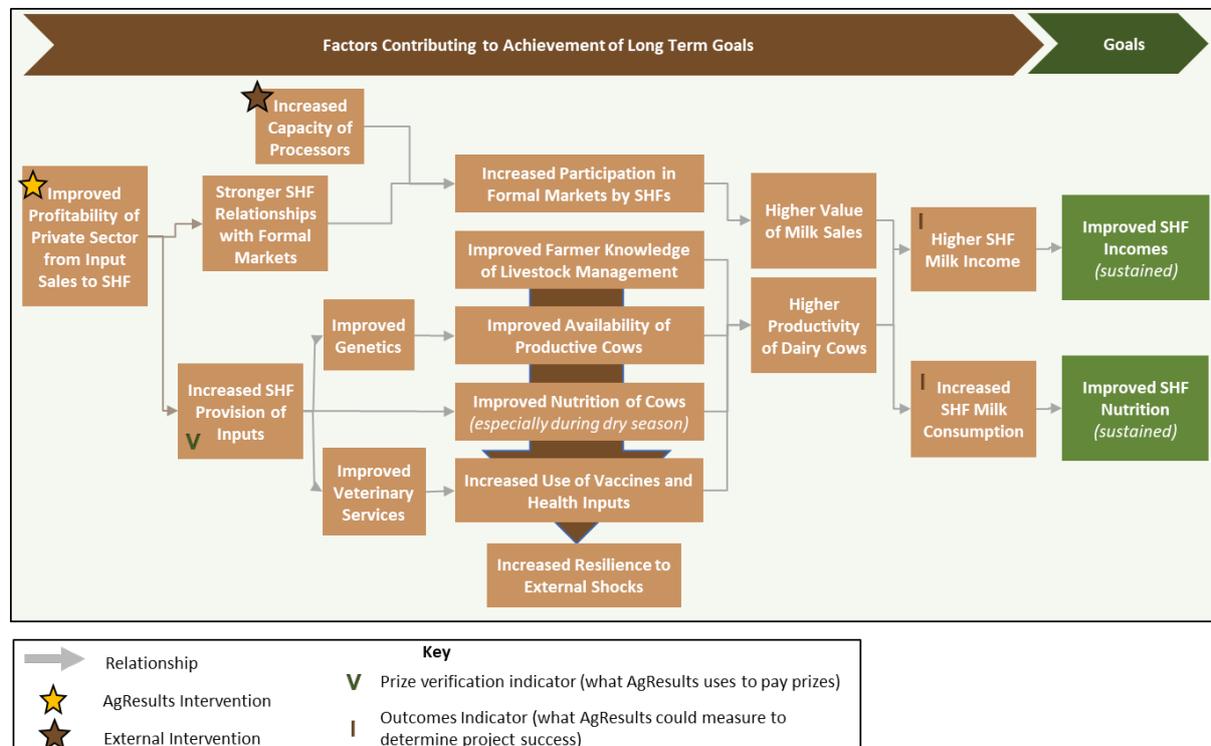
1. Increase the delivery and use of inputs and services to SHFs that drive dairy productivity.
2. Increase income from dairy production and dairy consumption among participating SHFs.
3. Formalize value chain relationships and production in the smallholder dairy sector.

To achieve these objectives, AgResults will implement a prize mechanism to award per-unit monetary prizes to Tanzanian private sector competitors that successfully sell or deliver “bundles” of productivity-increasing inputs to SHF dairy producers. Competitors will be required to propose specific solutions within each approved category of inputs, including parasite control, nutrition, vaccines, and artificial insemination. In addition, to be eligible for prizes, competitors must also provide advisory services to SHFs that are linked to the inputs they provide.

The project will take place in the coastal region of Tanzania, and specifically plans to cover the following regions: Dar es Salaam, Pwani, Tanga, and Morogoro (excluding Kilombero and Ulanga districts). Please see Appendix 6 for illustrative details about the proposed Project.

The project’s Theory of Change is presented below as Figure 2.

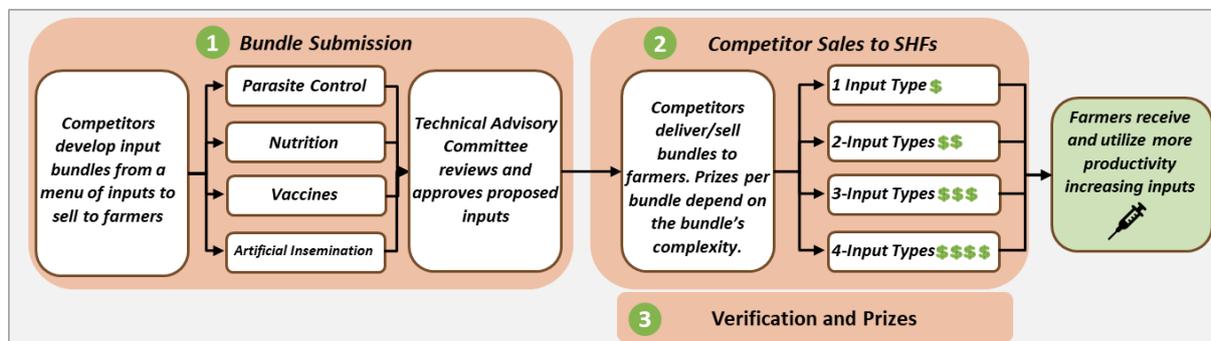
**Figure 2: Project Theory of Change**



## 2.3 Competition Timing and Stages

After an initial “pre-launch” phase to finalize the parameters of the contest, the contest will be run during four discrete periods, one per year for four years. The annual competition process and its three stages are shown in Figure 2 and described below.

**Figure 3: Annual Competition Overview**



**Stage 1: Bundle Submission.** Prior to each competition year, prospective competitors will apply to be competitors, and must submit a list of products and/ or services that they propose to provide to SHFs. The Project Manager, Technical Advisory Committee (TAC), and Secretariat will review the applications and input proposals to determine if:

- Those inputs come from approved input categories (Parasite Control, Vaccines, Nutrition, AI).
- The proposed products and amounts are acceptable and prize eligible (i.e. qualify as one of the bundles).
- The proposed advisory services are sufficient for competition entry.
- Proposed bundles and advisory services are gender sensitive (at minimum will not disadvantage women).

Based on the results of the review, AgResults will accept and notify competitors of their status for the upcoming competition period, as well as which inputs have been approved to count as results in the contest. Competitors may propose different inputs under each category in their attempts to diversify their client base and reach more SHFs.

**Stage 2: Competition Period.** During each competition period, that will last nine months, approved competitors will sell as many approved inputs as they can to SHFs in the target regions. The prize incentive will be structured as a per-unit prize, and in a way that incentivizes competitors to sell differing input types to the same SHF, and to sell more complex inputs and services like fodder and artificial insemination (see section 2.2.2). Competitors must also provide advisory services linked to each SHF’s input purchases to count as part of a competitor’s total prize award.

AgResults proposes that to be successful, competitors will need to do three things:

- affordably sell more inputs of different types to existing customers (SHFs);
- recruit new customers;
- sustain repeat customers through education about the productivity benefits of inputs provided.

**Stage 3: Verification and Prizes.** On a periodic basis, the Verifier will track competitor sales and verify services provided through a multi-layered verification scheme. At the end of the annual competition period, the Verifier will calculate the total award amount that each competitor has earned and submit those totals to the Project Manager and Secretariat for validation.

The three-month period after the end of the previous competition period and before the next period allows for final verification and awarding of prizes. It also provides competitors an opportunity to resubmit their proposed inputs to AgResults for review and approval for the coming year.

Each competition period will last from June to February, with the intervening three months set aside for final verification, new competitor application submission and review, review of competitor input submissions, and adjustments to verification and project rules as needed. The final competition period will take place from June 2023 to February 2024.

## 2.4 Prize Structure

Each input type will have an associated per-unit award for the successful delivery to a SHF. The amounts for providing one or two input types to a single SHF will decrease after Contest Year 2 to encourage competitors to deliver multiple input types to SHFs as the contest progresses. However, awards for three or four inputs provided to a single SHF will not decrease. The estimated prize amounts for per-SHF delivery of a single input by year is shown in the below table.

**Figure 4: Per-Unit Input Award Schedule**

Input Type	Award Per Sale Y1 & Y2	Award Per Sale Y3	Award Per Sale Y4
Parasite Control	\$6	\$4	\$3
Nutrition	\$27	\$20	\$13
Vaccines	\$5	\$3	\$2
Artificial Insemination	\$15	\$12	\$7

The incentive structure also includes “bonus” prizes awarded to competitors that are able to sell multiple input types as a “bundle” to the same SHF. Competitors will earn a bonus of from 20% to 60% on top of the input sale per-unit prizes for each successful bundled input delivery, per Figure 5 below. Prizes will be awarded only after validation through verification, discussed in the next section.

**Figure 5: Bonus Prize Schedule**

# of Input Types Sold	Base Award	Bonus	Total Prize per Competitor
1	Input Prize	--	= Base Award * # of Sales
2	Input #1 Prize + Input #2 Prize	20%	= Base Award * Bonus * # of Sales
3	Input #1 Prize + Input #2 Prize + Input #3 Prize	40%	= Base Award * Bonus * # of Sales
4	Input #1 Prize + Input #2 Prize + Input #3 Prize + Input #4 Prize	60%	= Base Award * Bonus * # of Sales

### 3. DCTS Offeror Responsibilities and Tasks

The DCTS Offeror will be responsible for carrying out the scope of work described in this section, utilizing the guidance given by the Secretariat, Project Manager and Verifier, exercising the duty of care and professional skill expected of a professional firm.

#### 3.1 Overall Responsibilities of DCTS Offeror

The Offeror will provide an agribusiness-focused DCTS platform that will be used during the prize competition to provide Competitors with the ability to capture real time sales and advisory service tracking as well as the ability to send farmers SMS surveys to confirm the services they have received. The DCTS platform will provide the Verifier with comprehensive sales and advisory service data required to complete their sales verification services to AgResults. The selected Offeror will work with the Verifier to customize an existing sales tracking system that covers the following high-level tasks below:

- DCTS database that allows competitors to enter sales data, including sales reports, detailing specific products and services sold or provided to each SHF.
- Provide farmer confirmation of received inputs and advisory services through automated SMS survey-functionality linked to sales database.

Specifically, the DCTS Offeror will provide an existing agribusiness-focused sales tracking software solution with minor modifications as needed to fit project needs. This software should include capability for automated mobile phone surveys to help verify each competitor's sales and provision of services. This information will be used by the Verifier to determine awards.

This software will be procured by AgResults and will be hosted and technically supported and maintained by the Offeror. The Verifier will be responsible for managing the front end of the software as a central component of the sales verification data collection system.

## 3.2 Offeror Detailed Tasks

### 3.2.1 Technical Requirements of DCTS

The Offeror is required to provide a digitally enabled DCTS that meets the following requirements **at a minimum**:

- a) The Offeror will provide cloud-based and commercially available or otherwise secure but globally accessible sales tracking software that allows competitors to enter their sales/ service provision data in real time. This will be provided as Software as a Service (SaaS) where the offeror will be responsible for maintaining the technical infrastructure.
- b) Through separate logins, the Verifier, Project Manager, Secretariat, and other approved users should be able to review live sales data and the results of verification of sales made by competitors. **The DCTS must allow traceability of all inputs sold by each competitor to a smallholder farmer (SHF).** This information is required for verification whereby the system will provide information on various inputs sold to a SHF in terms of type and the competitor who supplies the specific input. As a result, the following will be required in the system:
  - A database of smallholder farmers (SHFs), including name, gender, contact information, number of head of cattle in production, and location (possibly GPS codes).
  - Each SHF must be assigned with a unique identifier which will allow the system to catalogue the SHFs purchase history and help the Competitors gain insights into input demand and seasonal purchases.

A database of competitors including their business name, business identification, location etc. A list of all inputs stocked by each competitor. These inputs must be easily identifiable such that the Verifier is able to tie them back to the specific competitor. Refer to Appendix 7 for an illustrative of the data fields required.
- c) The DCTS must allow various combinations of inputs and computation of the applicable prizes as per details in point 2.4.
- d) The DCTS must be straightforward and easy to use by both competitors and other relevant users involved in the sales process. Competitors should be able to easily capture their inputs and selling price for each including any taxes applicable
- e) The system should be able to interface with other systems which may be necessary for sales tracking and verification (such as, but not limited to, mobile operators).
- f) The user interface must be able to toggle between English and Kiswahili.
- g) The sales tracking system must be straightforward and easy for Competitors to provide routine information on SHFs in terms of the sales and advisory services they have received.
- h) Competitors should be able to collect and upload sales data to the DCTS system using a web-based data entry tool or off-the-shelf solutions like .csv files or Google Sheets.
- i) The system should allow for sales to be processed in an off-line mode in case of connectivity problems with an ability to upload the captured information when the user is online.

- j) **Sales Verification Using SMS Surveys.** The DCTS will allow for a straightforward process to send out simple SMS surveys to implicated SHFs, asking them to confirm if they received a given input and/ or advisory services.
- k) The DCTS should allow for automatic logging and error checking of survey responses without the need for extensive manual data entry.
- l) The DCTS must allow concurrent logins of competitors and other users relevant in the sales process.
  - It is envisaged that there will be up to 7 competitors each serving up to 200 SHFs.

**The following are the proposed tasks that the Offeror will perform. Where feasible, Offerors should propose ways to efficiently develop or modify a DCTS to meet the verification requirements.**

### **3.2.1 Offeror Orientation and Start-Up**

Activities to be carried out include:

- a) Hold an orientation meeting with the Project Manager and Verifier to do the following:
  - i. Review objectives, the scope of work, approach, timelines and expected outputs.
  - ii. During this meeting, develop communication and feedback protocols for use during the assignment, including how to manage any significant issues or challenges that might arise during the assignment.
- b) Work with the Project Manager, Verifier and Secretariat to finalize the requirements and design of the DCTS.
- c) Develop an overall detailed design of the assignment including a comprehensive work plan. The design shall describe the development and rollout of the DCTS system, including:
  - i. Design of the DCTS.
  - ii. Proposal for using SMS surveys to verify delivery of products and services to SHFs.
  - iii. Any sales reporting templates.
  - iv. The design and work plan will be reviewed and approved by the Verifier, Project Manager Team and the Secretariat.

### **3.2.2 Prototype “straw man” of the DCTS**

- a) Offeror will provide the Project Manager and Verifier with the prototype specifications and description of the DCTS including its functions, data management, security and verifier integration for approval by the Project Manager and Verifier.
- b) Offeror will provide more specific tasks and implementation time line for mutual agreement.

### **3.3.3 Set Up and Delivery of Beta DCTS**

Activities to be carried out include:

- c) Offeror will work with the Verifier to tailor sales tracking solution to the needs of the project/ Verifier’s proposed sales tracking solution.
- d) Provide the Secretariat with weekly updates and opportunities for hands-on demos of the DCTS system.
- e) Offeror with the Verifier finalize the methodology for integrating SMS surveys into the sales tracking database.
- f) Offeror with the Verifier develop a user guide for competitors with respect to their requirements vis-à-vis the DCTS database.

- g) Develop Customer Tracking/ Profiling options. The selected system and application will allow competitors to track/profile individual customers and enter sales and services data related to each customer in real time.
- h) Offeror provides SMS capability.

### **3.2.4 DCTS Beta Testing**

- a) The Project Manager and the Verifier will Beta Test the DCTS with a group of selected volunteer input suppliers and their farmers. Testers will provide feedback to the Offeror and the Verifier regarding ease of use, bugs, additional data requirements or data cleaning requirements. Offer will incorporate these changes into the final version.
- b) The Project Manager and the Verifier will test the corrected version before approving final testing completion.

### **3.2.5 DCTS Final Product Delivery**

- a) The Offeror will deliver the final DCTS with related training and maintenance manuals to the Project Manager, Verifier and Secretariat for final review and approval.
- b) The Secretariat will issue a final approval based upon the feedback.

### **3.2.6 DCTS Systems Training**

Activities to be carried out include:

- a) The Offeror and Verifier will provide Competitors training on how to properly record sales and advisory services using the DCTS software. The Offeror will also provide training to selected end users of the system and other key users in the sales process. The offeror will provide two training sessions for each competitor and specify the mechanism for training (in person, virtual, etc.) The Verifier will also participate and assist where relevant in providing this training.

The Offeror will provide training to the following key project players and users of the system:

- Project Manager
- Sales Verifier
- Competitors
- A selection of other end users (e.g. distributors and dealers)

Training for the first three groups will be detailed to cover all aspects of the DCTS software that are relevant to role and responsibilities of each of these players.

The Offeror should also make provisions for a “train the trainer” session which will be provided to a small number of DCTS champions who will in turn provide training to other end users.

- b) Offeror will provide tech support to the Verifier during the life of the contract to answer any questions that may arise throughout the sales periods.
- c) Provide the Secretariat with monthly updates and opportunities for hands-on demos of the DCTS.

### **3.2.7 Management Reports (ongoing)**

The Offeror will be responsible for providing the capacity to generate management reports throughout the life of the contract. In particular:

- i. The DCTS must be able to produce various management reports used by the Verifier and other approved users to monitor sales and irregularities, which then determines when and where to conduct additional spot checks.
- ii. Reports and data extracts should be available in .csv format and/or Excel (in addition to other formats that the system may have).

### **3.2.8 System Support and Modification** (ongoing)

The Offeror will be responsible for providing system support and modifications as needed throughout the life of the contract. In particular:

- i. The selected firm will provide any needed helpdesk support through June 30, 2024. Proposals must include relevant and specific information on how users can receive support, hours of operation, and response time for requests;
- ii. The selected firm will be required to provide solution to various queries within 24 hours;
- iii. This system will also allow the Verifier and other approved users the ability to make minor modification to forms and fields throughout the life of the contract without additional cost or requirement of higher-level tech support.

**3.2.9 Data Security and Information Backup** (ongoing) Data must be secure and protect sensitive competitor and SHF information. Data must be adequately backed up by the Offeror to avoid data loss. The Offeror must provide specific and detailed approach to ensure data security and information backup.

- i. The system should have separate and defined access rights for competitors, verifiers, the project manager and other relevant users in the sales process.
- ii. Segregation of duties should be observed while setting up the access rights above.
- iii. The Offeror will agree on how and where backups are stored and tested to confirm availability.

**3.2.10 System Sustainability** (ongoing) The sales tracking system must also include a feature that provides an option to the participating competitor to continue utilizing the service post-project at a pre-determined fee and/or allows the business to download their customer content prior to end of the service. This will allow the competitors to sustain their business relationship with SHFs and continue using the system.

### **3.2.11 Provision for Unsatisfactory Services**

If the services of the offeror are not found satisfactory at any stage during the project period, the Secretariat reserves the right to issue notice to the Offeror in this regard specifying the deficiencies found in the service levels;

On receiving the notice, the offeror will be bound to remove the deficiencies found in the service level at his own cost within the time period fixed by the Secretariat; and

In case the offeror is unable to remove and rectify the deficiencies within the given time period, Secretariat will be competent to make alternative arrangements at the risk and cost of the offeror.

### **3.2.12 Ownership**

The Secretariat shall own all works of authorship, materials, and other intellectual property produced by the Offeror or its personnel in the performance of this Agreement, including, without limitation, Deliverables, computer programs (source code and object code), programming aids and tools, documentation, reports, data, designs, concepts, and other information, whether copyrightable or patentable or not (collectively, "Work Product"). The

Offeror hereby assigns to the Secretariat all ownership rights, including, without limitation, intellectual property rights, in such Work Product, and the Offeror agrees to give the Secretariat such assistance as may be reasonably required to perfect such rights for Deliverables produced during Agreement period of performance. The Secretariat grants the Offeror a perpetual, royalty-free, non-exclusive, worldwide license to use, modify, copy, exploit, distribute (including sublicensing), create derivative works of, make, have made, sell, offer for sale and import such intellectual property authored by the Offeror and contained in such Work Product.

To the extent that any pre-existing materials or intellectual property of the Offeror are contained in the Work Product, the Offeror retains ownership of such pre-existing materials and hereby grants to the Secretariat perpetual, royalty-free, non-exclusive, transferable, worldwide license to use, modify, copy, exploit, distribute (including sublicensing), create derivative works of, make, have made, sell, offer for sale and import such intellectual property contained in any such Work Product. Any such pre-existing materials or intellectual property shall be identified by the Offeror in advance in writing and appropriately marked in the Work Product. The Offeror represents and warrants that any use of the Work Product by the Secretariat, its designees, or otherwise in connection with the AgResults Initiative will not infringe upon or violate any patent, copyright, trade secret, contractual, or any other proprietary right of any third party. All rights granted to the Offeror by the Secretariat hereunder are subject to and limited by confidentiality obligations applicable to any information or data associated with the Work Product. Nothing in this Section 8 is deemed to provide any rights to the Offeror in any Secretariat's Confidential Information.

#### 4. Data Collection and Tracking Services Deliverables and Reporting

The table below lists the deliverables and minimum reporting requirements. This list is not intended to be exhaustive or restrictive but provide the Offeror with reporting expectations. Before submitting the reports and deliverables, the Offeror will submit reporting templates for approval.

**Table 1: Deliverables and Reporting Requirements**

Corresponding Task	Deliverables Required	Timeline
Offeror Orientation and Start-up (3.2.1)	<p>Detailed description of the assignment including a comprehensive work plan and implementation time line. The design shall describe the DCTS procedures including:</p> <ul style="list-style-type: none"> <li>• Demo of existing solution highlighting existing capacity and how it will be modified to fulfil the DCTS requirements.</li> <li>• Methodology for integrating DCTS with Verifier sales audits.</li> <li>• Proposal for using SMS surveys to verify delivery of products and services to SHFs.</li> <li>• Parameters for database and full consultation with the Verifier and the PM to align regarding the data fields and requirements.</li> </ul>	April 6, 2020
DCTA Development Mid-point consultation and alignment (3.3.2)	<ul style="list-style-type: none"> <li>• Provide a “straw man” of the DCTS, its functions, data management, security and verifier integration for approval by the PM and Verifier.</li> <li>• Evaluate real time line against proposed timeline</li> </ul>	April 17, 2020
Set Up and delivery of Beta DCTS (3.2.3)	<ul style="list-style-type: none"> <li>• Delivery of finalized sales tracking system ready for beta testing prior to deployment.</li> <li>• User guide for competitors with respect to their requirements vis-à-vis the DCTS database.</li> <li>• Demo of data access capabilities and reporting capacity</li> </ul>	April 24, 2020
DCTS Beta Testing (3.2.4)	<ul style="list-style-type: none"> <li>• The PM and the Verifier will Beta Test the DCTS with a group of at least 3 selected volunteer input suppliers and their farmers. Testers will provide feedback to the Offeror and the Verifier regarding ease of use, bugs, additional data requirements or data cleaning requirements. Offer will incorporate these changes into the final version.</li> <li>• The PM and the Verifier will test the corrected version before approving final testing completion.</li> </ul>	May 1, 2020

Corresponding Task	Deliverables Required	Timeline
DCTS Final Product Delivery (3.2.5)	<ul style="list-style-type: none"> <li>• Delivery of final, tested and approved DCTS system</li> <li>• Delivery of final system maintenance manual</li> </ul>	May 8, 2020
DCTS Systems Training (3.2.6)	<ul style="list-style-type: none"> <li>• Delivery of final training manuals/videos</li> <li>• Delivery of training to competitors (specify how many and type of training events)</li> </ul>	Week of 18 May, 2020
Management Reports (3.2.7)	<ul style="list-style-type: none"> <li>• Delivery of reporting capacity as per Verifier and PM requirements</li> </ul>	ongoing
System Support and Management (3.2.8)	<ul style="list-style-type: none"> <li>• Provision of helpdesk support to competitors through June 30,2024</li> <li>• Provide minor modifications to the DCTS as errors are detected and as needs evolve.</li> </ul>	June 1, 2020 – June 30, 2024
Data Security and Information Backup (3.2.9)	<ul style="list-style-type: none"> <li>• Provide comprehensive data security and information plan as well as operational responsibilities and specifications</li> </ul>	May 22, 2020
System Sustainability (3.2.10)	<ul style="list-style-type: none"> <li>• Provision of a fee-based service quotation to competitors to download their information or continue using the DCTS at the end of service.</li> </ul>	ongoing

## Appendix 4 Proposal Requirements

### Proposal Requirements

#### 1. Technical Proposal

Offerors are required to address the components below in a response limited to ten (10) pages, notwithstanding the separate appendixes outlined below that will not count towards the page limit. Any specific additional page limits for appendixes are noted below.

##### 1.1 Technical Approach and Methodology

- A) The offeror shall present their approach to implementing the DCTS. In particular, the offeror shall demonstrate the following:
- a. Technical understanding of the project and Terms of Reference;
  - b. A description/demonstration of the existing or proposed system and the extent to which it fulfils the technical requirements detailed under point 3.2
  - c. A clear, logical approach to implementing the project Terms of Reference, particularly with the design and rollout of the DCTS required.
  - d. Sound, objective, and transparent methodology to deploying and refining the sales tracking program to collect the data required through the software and the SMS surveys to provide the Verifier with the information necessary to conduct the sales audits.
  - e. As appropriate, links to examples or demos that illustrate the proposed solution.

##### 1.2 Corporate Capability and Past Experience

- A) The offeror shall provide a statement of Corporate Capabilities included as part of the technical proposal response.
- B) In an annex, the offeror shall also provide three past performance references related to the efforts identified in the Terms of Reference. Each reference in the annex should be no more than two pages. These references should identify the specific role the offeror played in each project, particularly if they were part of an overall tracking and verification team.
- Please provide a description of the services, name(s), e-mail addresses, and phone numbers of the client(s)/customer(s) to whom the services were provided, dates and periods during which the indicated services were provided, and the extent and nature of services provided. (The Offeror consents to the AgResults Secretariat contacting and verifying these references at its discretion.)
- C) In an annex, the Offeror shall also provide a one-page list of relevant ongoing and past projects or activities, with budget amounts, duration and total level of effort provided for projects within the last three years.

### 1.3 Personnel and Management

The Offeror should provide the information indicated below about the proposed staffing and management structure required for design, launch, and maintenance of the DCTS throughout the life of the contract. All key personnel should be indicated in the Proposal and their commitment confirmed (future substitution of such personnel will be subject to the Secretariat's written approval). The Secretariat or its designee reserves the right to interview the Lead DCTS manager and other individuals as part of the selection process.

#### 1.3.1 Key Personnel – Position Requirements

- a) The Offeror shall provide a list of proposed key staff by specialty and include CVs recently signed by the proposed professional staff and authorized representatives submitting the proposal. The key information should include number of years working for the firm/entity and degree of responsibility held in various assignments and relevance of their experience with respect to the requirements set forth in Section 3. The Offeror should list the tasks that will be assigned to each proposed key staff team member.
- b) The minimum list of key positions and their qualifications are listed in Section 3.

### 1.4 Illustrative Year 1 Work Plan

Building off the proposed Project Timeline in Figure 3 as well as the details provided throughout the RFP, the Offeror must propose an illustrative Work Plan, with activities defined monthly, for the activities described in the Terms of Reference in Appendix 3. Offerors must include an estimated timing of major activities, deliverables, and interaction with other entities. Upon award, a definitive Work Plan will be required within 15 days for discussion and approval by the Secretariat.

## 2. Cost Proposal

The Offeror shall submit a Cost Proposal on a **firm-fixed-price basis**, using the provided fixed-price cost template. The cost response should include all fees and expenses, including any taxes, for the entire contract period, as well as on a per-year basis, as per the Terms of Reference.

The Price Proposal should cover all the activities detailed in the Scope of Work in Appendix 3.

The price proposal should - at a minimum - include a breakdown of anticipated costs as follows:

- a) Labor costs based on fixed daily rates for each labor category, utilizing the DCTS Pricing Template in Appendix 5.
- b) Travel costs to conduct the annual competitor training sessions described in the Scope of Work.
- c) Licenses for the DCTS software;
- d) Any other additional expenses related to the assignment fully broken down

**Notes:**

- Proposed payments will be tied to deliverables proposed by the Offeror in the submitted illustrative Work Plan.
- All expenses should be listed separately, with enough detail to allow for evaluation as to the reasonableness of the items proposed.
- All prices shall be quoted in US dollars.
- Offeror is responsible for any applicable taxes and similar fees (those are deemed included in the proposed fixed price). Deloitte Consulting cannot confer any special tax- or duty-free status.
- Payments to the selected Offeror will be made after receipt of the deliverables by the AgResults Secretariat and will come from the World Bank-administered Trust Fund.

**3. RFP Schedule of Events**

1. **Deadline for Proposals**, with all required signatures, including a completed and signed Anticorruption Compliance Certification, is no later than 1700 Hrs. US Eastern Time (US ET) on **March 06, 2020**. Proposal documents should be submitted in one email to [info@agresults.org](mailto:info@agresults.org). Please indicate "Dairy Project RFP" in the subject line of the email.
2. **Questions** concerning the Project, or this RFP may be submitted by vendors at any time, but no later than 1700 Hrs. US Eastern Time (US ET) on **February 27, 2020** to [info@agresults.org](mailto:info@agresults.org). Please indicate "Dairy Project DCTS RFP" in the subject line of the email.
3. **Answers** to timely-received questions will be posted on the AgResults website no later than 1700 Hrs. US Eastern Time (US ET) on February 28, 2020. Answers to questions will be posted on <https://agresults.org/news-and-blog/10-blog/162-rfp-tanzania-dcts>
4. The Secretariat expects to award the Project Offeror's contract by **March 20, 2020** with an expected contract start date of **March 23, 2020**.

## **Appendix 5**

### **Anticorruption Compliance Certification**

AgResults requires full compliance by the Offeror with the U. S. Foreign Corrupt Practices Act (15 U.S.C. Section 78dd-1, et. seq.) as amended (“FCPA”), and all other applicable Anti-Corruption laws, rules and regulations.

The anti-bribery provisions of the FCPA make it illegal to offer, promise, authorize, or provide anything of value, either directly or indirectly (e.g., through third parties), to a Foreign Official (as defined below) for the corrupt purpose of (1) influencing an official act or decision; (2) inducing the Foreign Official to do or omit to do anything in violation of his lawful duty; or (3) securing an improper advantage; in each case in order to assist in obtaining, retaining, or directing business to anyone.

Under the FCPA, a Foreign Official includes not only a person who performs traditional governmental or administrative functions, but also any member of a royal family or an employee of an entity in which a governmental body has an ownership interest (even a minority interest). Such employee could still qualify as a Foreign Official even if he or she performs business-related functions as an employee of such entity engaged in commercial, rather than governmental, activities.

To facilitate the Offeror’s understanding and compliance with obligations set forth in this clause, ‘Foreign Official’ is hereby defined for the purposes of this clause to include:

- Any officer or employee of a non-U.S. government (including any non-U.S. military personnel) or any of its departments or agencies or incorporated entities (including state-owned enterprises);
- Any director, officer, or employee of any legal entity or joint venture that is controlled or significantly owned by a non-U.S. government (including any non-U.S. military personnel) or any of its departments or agencies or incorporated entities (including state-owned enterprises);
- Any officer or employee of any public international organization (e.g., the United Nations or World Bank);
- Any person that represents or acts on behalf of, or in an official capacity for, any non-U.S. government or any of its departments or agencies or incorporated entities (including state-owned enterprises), even if honorary;
- Any non-U.S. political party or party official or candidate for non-U.S. political office;
- Any member of a royal family; and
- Any member of a non-U.S. legislative body.

The Offeror understands that prohibited payments or offerings under the FCPA need not take the form of cash or cash equivalents. For the purposes of this clause, and in line with the FCPA, the reference to ‘anything of value’ is construed broadly and covers any tangible benefit of any kind, including, without limitation, cash or cash equivalents, gifts (including, but not limited to, gifts or courtesies of local custom, wedding and personal gifts, jewellery), political contributions, donations to charities at the behest of a Foreign Official or his/her family, entertainment (including, but not limited to, meals and tickets to events), travel and travel-related expenses, hospitalities (including, but not limited to, accommodation), ownership rights in joint ventures or other entities, inflated or excessive contract prices, loans and employment (whether long-term or temporary). Even if any payments or gifts are a customary part of the culture of a particular country, they may be prohibited under the FCPA. In addition, providing

or offering gifts, payments or other benefits to another person for an improper or corrupt purpose may violate not only the FCPA but also other similar anti-bribery laws and regulations.

Moreover, certain laws and regulations, that may be also applicable in connection to the Project Offeror's activities, prohibit bribes or kickbacks in the private sector and regulate, among other things, whether gifts, entertainment or employment may be provided to U.S. government officials. Offeror shall comply with all such applicable laws and regulations.

Therefore, in connection with the submission of this proposal for participation in the AgResults Tanzania Dairy Productivity Project, the Offeror shall not cause the Secretariat, or any other entity associated with the AgResults Initiative to be in violation of the FCPA or any other applicable anticorruption laws or regulations. The Offeror must refrain from either directly or through others, making or offering to make bribes, kickbacks or other corrupt payments or provide anything of value to a Foreign Official or anyone else for purposes of influencing them to benefit the Secretariat or any other entities associated with AgResults Initiatives, the Offeror, or any other party.

The Offeror shall notify the Secretariat immediately if it learns of any violations of the FCPA or any other anticorruption laws in connection with the Offeror's involvement in the AgResults Tanzania Dairy Productivity Project. Notifications can be made to Secretariat through email: [info@agresults.org](mailto:info@agresults.org). Notifications can be also made anonymously through the website [www.integrityhelp.com](http://www.integrityhelp.com), or by calling +1 866 850 1485 (within the U.S.) or +1 503 748 0570 (outside the U.S.).

### **Compliance Certification**

By my signature, I certify as an authorized representative of Offeror, that in connection with the preparation and submission of this proposal, the Offeror has complied with and will comply with the U. S. Foreign Corrupt Practices Act (15 U.S.C. Section 78dd-1, et. seq.) as amended ("FCPA"), and all other applicable anticorruption laws, rules and regulations.

For and on Behalf of Offeror:

Name \_\_\_\_\_

Title \_\_\_\_\_

Organization \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_

## **Appendix 6 Pricing Template**

Template found on the AgResults website on the RFP page.

RFP Link: <https://agresults.org/news-and-blog/10-blog/162-rfp-tanzania-dcts>

## Appendix 7

### Illustrative Farmer Profile and Sales for proposed Database Fields

The user experience is faced in two ways – first time customers and repeat customer. Thus, a bit longer to enter data the first time where they are assigned a unique identifier in the system. When a returning customer's sale gets entered into the system the business would enter their phone number and pull up a new sales sheet tied to their identifier.

#### Farmer information (first time customer)

1. Customer Information (required)		
First name.....[TEXT].....		
Last name.....[TEXT].....		
Phone.....[TEXT].....		
Gender.....[Check Box].....		
District.....[Dropdown].....		
Ward.....[Dropdown]..		
Village.....[Dropdown].....		
2. Additional Address Location Information (optional)		
[TEXT]		
3. Number of Mature Dairy Cows		
[TEXT-whole #'s-required]. <i>We will require training on how to do this without being invasive</i>		
4. What input(s) and quantity(s) are you selling (select all the apply)? <b>**NOTE - DATE OF SALE AUTO-POPULATED**</b> We have to let the business get through this as efficiently as possible and if we have a dynamic function here that requires the loading of a new screen it could slow things down. Let's let the business just go through larger list and simply select what does and does not apply and hit submit.		
A. Parasite Control		
Type	Quantity/Unit of Measure	Total sale cost
<input type="radio"/> Acaricide	[TEXTs]/mls or liters	[TEXT]
<input type="radio"/> Anthelmintic	[TEXT]/gms or mls	[TEXT]
B. Vaccines		
Type	Quantity/Unit of Measure	Total sale cost
<input type="radio"/> East Coast Fever	[TEXT]/dose	[TEXT]
<input type="radio"/> Rift Valley Fever	[TEXT]/dose	[TEXT]

<input type="radio"/> Lumpy Skin	[TEXT]/dose	[TEXT]
<input type="radio"/> Anthrax	[TEXT]/dose	[TEXT]
<input type="radio"/> Brucellosis	[TEXT]/dose	[TEXT]
<input type="radio"/> Blackleg	[TEXT]/dose	[TEXT]
<input type="radio"/> Contagious Bovine Pleural Pneumonia	[TEXT]/dose	[TEXT]
<b>C. Artificial Insemination</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
<input type="radio"/> Conventional	[TEXT]/straw	[TEXT]
<input type="radio"/> Sexed	[TEXT]/straw	[TEXT]
<b>D. Animal Nutrition</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
<input type="radio"/> Feed – Hay	[TEXT]/kg or bales	[TEXT]
<input type="radio"/> Silage	[TEXT]/kg	[TEXT]
<input type="radio"/> Fodder	[TEXT]/kg	[TEXT]
<input type="radio"/> Standard Dairy Meal	[TEXT]/kg	[TEXT]
<input type="radio"/> Urea molasses block	[TEXT]/kg	[TEXT]
<input type="radio"/> Vitamins	[TEXT]/kg	[TEXT]
<input type="radio"/> Minerals	[TEXT]/kg or mls	[TEXT]
<b>5. Select the Advisory Service Provided [update all that apply]</b>		
<b>A. Parasite control</b>	<b>[Check all the apply]</b>	
	<input type="radio"/> Dosage and application <input type="radio"/> Waste Management	

	<ul style="list-style-type: none"> <li>○ Proper use and safety</li> <li>○ Handling and storage</li> </ul>
<b>B. Vaccine</b>	<p><b>[Check all the apply]</b></p> <ul style="list-style-type: none"> <li>○ Vaccination seasonal calendar</li> <li>○ Proper use and safety</li> </ul>
<b>C. Artificial Insemination</b>	<p><b>[Check all the apply]</b></p> <ul style="list-style-type: none"> <li>○ Heat detection</li> <li>○ Pregnancy diagnosis</li> <li>○ Gestation period</li> <li>○ Parturition signs</li> </ul>
<b>D. Animal Nutrition</b>	<p><b>[Check all the apply]</b></p> <ul style="list-style-type: none"> <li>○ Feeding</li> <li>○ Calve health</li> <li>○ Proper use of vitamins and minerals</li> </ul>
<b>E. Other Advisory Service</b>	<p><b>[Check all the apply]</b></p> <ul style="list-style-type: none"> <li>○ General husbandry</li> <li>○ Udder health and hygiene</li> <li>○ Proper watering</li> <li>○ Waste management of manure</li> <li>○ Waste chemical disposal</li> <li>○ Proper housing and feeding structures/equipment</li> <li>○ Pasture management</li> </ul>
<b>6. How advisory service was offered</b>	
<p><b>[Check all the apply]</b></p> <ul style="list-style-type: none"> <li>○ Women's group training</li> <li>○ Youth group training</li> <li>○ Savings group training</li> <li>○ On-farm</li> <li>○ Off-farm</li> </ul>	
<b>7. Evaluator Questions:</b>	
<ul style="list-style-type: none"> <li>○ In the most recent rainy season (or now, if currently in the rainy season), how many liters of milk did all of your dairy cows together produce per day on average?</li> </ul>	
<ul style="list-style-type: none"> <li>○ In the most recent dry season (or now, if currently in the dry season), how many liters of milk did all of your dairy cows together produce per day on average?</li> </ul>	

## Returning Customer

<b>1. Return customer</b>		
[Search field by unique identifier, which is their number. Pull up the sales form below]		
<b>2. What input(s) and quantity(s) are you selling (select all the apply)?</b>		
<b>E. Parasite Control</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
<input type="radio"/> Acaricide	[TEXTs]/mls or liters	[TEXT]
<input type="radio"/> Anthelmintic	[TEXT]/gms or mls	[TEXT]
<b>F. Vaccines</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
<input type="radio"/> East Coast Fever	[TEXT]/dose	[TEXT]
<input type="radio"/> Rift Valley Fever	[TEXT]/dose	[TEXT]
<input type="radio"/> Lumpy Skin	[TEXT]/dose	[TEXT]
<input type="radio"/> Anthrax	[TEXT]/dose	[TEXT]
<input type="radio"/> Brucellosis	[TEXT]/dose	[TEXT]
<input type="radio"/> Blackleg	[TEXT]/dose	[TEXT]
<input type="radio"/> Contagious Bovine Pleural Pneumonia	[TEXT]/dose	[TEXT]
<b>G. Artificial Insemination</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
<input type="radio"/> Conventional	[TEXT]/straw	[TEXT]
<input type="radio"/> Sexed	[TEXT]/straw	[TEXT]

<b>H. Animal Nutrition</b>		
<b>Type</b>	<b>Quantity/Unit of Measure</b>	<b>Total sale cost</b>
○ Feed – Hay	[TEXT]/kg or bales	[TEXT]
○ Silage	[TEXT]/kg	[TEXT]
○ Fodder	[TEXT]/kg	[TEXT]
○ Standard Dairy Meal	[TEXT]/kg	[TEXT]
○ Urea molasses block	[TEXT]/kg	[TEXT]
○ Vitamins	[TEXT]/kg	[TEXT]
○ Minerals	[TEXT]/kg or mls	[TEXT]
<b>3. Select the Advisory Service Provided [update all that apply]</b>		
<b>F. Parasite control</b>	<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ Dosage and application</li> <li>○ Waste Management</li> <li>○ Proper use and safety</li> <li>○ Handling and storage</li> </ul>	
<b>G. Vaccine</b>	<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ Vaccination seasonal calendar</li> <li>○ Proper use and safety</li> </ul>	
<b>H. Artificial Insemination</b>	<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ Heat detection</li> <li>○ Pregnancy diagnosis</li> <li>○ Gestation period</li> <li>○ Parturition signs</li> </ul>	
<b>I. Animal Nutrition</b>	<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ Feeding</li> <li>○ Calve health</li> <li>○ Proper use of vitamins and minerals</li> </ul>	

<b>J. Other Advisory Service</b>	<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ General husbandry</li> <li>○ Udder health and hygiene</li> <li>○ Proper watering</li> <li>○ Waste management of manure</li> <li>○ Waste chemical disposal</li> <li>○ Proper housing and feeding structures/equipment</li> <li>○ Pasture management</li> </ul>
<b>4. How advisory service was offered</b>	
<b>[Check all the apply]</b> <ul style="list-style-type: none"> <li>○ Women's group training</li> <li>○ Youth group training</li> <li>○ Savings group training</li> <li>○ On-farm</li> <li>○ Off-farm</li> </ul>	