



*Embassy of the United States of America  
General Services Office  
Yaounde, Cameroon*

**SCOPE OF WORK**

---

**Product/service required: Solicitation of a Cartographer for HIV Mapping in Cameroon**

**Detailed Description:**

The US Embassy is seeking the services of a qualified and experienced Cartographer to do HIV Mapping in Cameroon

With the multitude of development partners intervening to enable Cameroon reach HIV epidemics control, it has become imperative for such partners to come together and identify where, how, when and at how much they are funding the national HIV response in-country. This in view of identifying programs' overlaps and optimizing the impact of their intervention in-country. PEPFAR is supporting the National Aids Control Committee to organize such a meeting this month in Douala and to recruit a consultant cartographer to produce a mapping of all the HIV response programs in-country.

**ORDER:**

Cartography in A0 illustrating the following:

- 1- Map of all HIV actors/interventions
- 2- Map for 1st 95, prevention
- 3- Map for 2nd and 3rd 95s, treatment and viral load
- 4- Map for coordination and others

Cartography in A0 demonstrating:

- 1- Duplicate in Resource allocation.
- 2- Duplicate in Activities.

1. **Location of Performance:** Work performed under the contract will be performed in Cameroon.
2. **Period of Performance:** The period of performance is two months from the date of contract award.
3. **Price Quote Due Date:** All quotes must be submitted via email to: [yaounde\\_procurement@state.gov](mailto:yaounde_procurement@state.gov) on or before March 29, 2021.
4. **Contract vehicle:** Open Market.

5. **Set-aside restrictions?** There are no set-aside restrictions for this procurement.

6. **Meet or Exceed?** Offers must meet or exceed requested specifications as described herein.

7. **Award Type:** Government Purchase Order.

8. **Evaluation Factors:**

- Award will be made to the lowest priced, acceptable, responsible offeror. Proposals shall include proof of prior experience.
- The Government reserves the right to reject proposals that are unreasonably low or high in price.
- Quoter acceptability will be determined by assessing the quoter's compliance with the terms of the RFQ.
- The Government will determine quoter responsibility by analyzing whether the apparent successful quoter complies with the requirements of FAR 9.1, including:
  - Adequate financial resources or the ability to obtain them;
  - Ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
  - Satisfactory record of integrity and business ethics;
  - Necessary organization, experience, and skills or the ability to obtain them;
  - Necessary equipment and facilities or the ability to obtain them; and
  - Be otherwise qualified and eligible to receive an award under applicable laws and regulations

9. **Offer validity:** 90 days

**Applicable FAR clauses:** The selected Offeror must comply with all applicable FAR clauses. Please see final contracting instrument for a complete list, the full text of which may be accessed electronically at <https://acquisition.gov/far/fac.html>

**SAM Registration:** Vendors are encouraged to register in SAM (System for Award Management [www.sam.gov](http://www.sam.gov) ) to be eligible for awards with the US Government

**Contracting Authority:** This request for quotation does not constitute a contract with the U.S Government. Per FAR 1.602, the sole representative of the Government authorized to enter into an agreement is a warranted Contracting Officer. The selected Offeror must ensure that a valid obligating document (e.g. Government Purchase Order) signed by a Contracting Officer is in place before commencement of work. Any and all modifications after the commencement of work must likewise be authorized by a Contracting Officer.