



# USAID | ETHIOPIA

FROM THE AMERICAN PEOPLE

**SOLICITATION NUMBER:** 72066321R00003  
**ISSUANCE DATE:** October 22, 2020  
**CLOSING DATE/TIME:** November 21, 2020

**SUBJECT:** Solicitation for a **U.S. Personal Service Contractor (USPSC): Senior Health Financing Advisor.**

Dear Prospective Offerors:

The United States Government, represented by the U.S. Agency for International Development (USAID), is seeking offers from qualified persons to provide personal services under contract as described in this solicitation.

Offers must be in accordance with **Attachment 1** of this solicitation. Incomplete or unsigned offers will not be considered. Offerors should retain copies of all offer materials for their records.

This solicitation in no way obligates USAID to award a PSC contract, nor does it commit USAID to pay any cost incurred in the preparation and submission of the offers.

Any questions must be directed in writing to the Point of Contact specified in the Attached 1.

Sincerely,

**Anmarie McGillicuddy**  
**Supervisory Executive Officer**

## ATTACHMENT 1

**I. GENERAL INFORMATION**

1. **SOLICITATION NO.:** 72066321R00003
2. **ISSUANCE DATE:** October 22, 2020
3. **CLOSING DATE/TIME FOR RECEIPT OF OFFERS:** November 21, 2020 (5:00pm Ethiopia's local time.)
4. **POINT OF CONTACT:** Annmarie McGillicuddy, Supervisory EXO and Fekadu Tamirate, HR Specialist, e-mail at [addisusaidjobs@usaid.gov](mailto:addisusaidjobs@usaid.gov).
5. **POSITION TITLE:** Senior Health Financing Advisor.
6. **MARKET VALUE:** \$ 92,977 to \$ 120,868 equivalent to **GS-14**. The final compensation will be negotiated within the listed market value based on the successful candidate's salary history, work experience, and educational background. **Salaries over and above the top of the pay range will not be entertained or negotiated.**
7. **PERIOD OF PERFORMANCE:** *Two* years, with an option to renew for additional *three* years. Estimated to start on *March 20, 2021*.

The base period will be *two (2) year*, estimated to start on *03/20/2021*. Based on Agency need, the Contracting Officer may exercise (an) additional option period for *three (3) years* for the date(s) estimated as follows:

<b><i>Base Period:</i></b>	<b><i>03/20/2021 – 03/19/2023</i></b>
<b><i>Option Period 1:</i></b>	<b><i>03/20/2023 – 03/19/2024</i></b>
<b><i>Option Period 2:</i></b>	<b><i>03/20/2024 – 03/19/2025</i></b>
<b><i>Option Period 3:</i></b>	<b><i>03/20/2025 – 03/19/2026</i></b>

8. **PLACE OF PERFORMANCE:** Addis Ababa, Ethiopia with possible travel as stated in the Statement of Work.
9. **ELIGIBLE OFFERORS:** U.S. Citizens, and Resident Aliens.

Applicant must:

- Be a U.S. citizen or U.S. Permanent Resident (“green card holder”);
- U.S. resident alien means a non-U.S. citizen lawfully admitted for permanent residence in the United States;
- Submit a complete application as outlined in the solicitation section titled IV. SUBMITTING OFFER;
- Be able to obtain facility access authorization;

- Be able to obtain a Department of State medical clearance;
- Be willing to travel to work sites and other offices as/when requested;
- Employment is subject to funds availability and all the required approvals obtained.

**10. SECURITY LEVEL REQUIRED: Facility Access.** The final selected candidates must obtain both the appropriate security and medical clearances within a reasonable period. If such clearances are not obtained within a reasonable time or negative suitability issues are involved, any offer made may be rescinded.

## 11. STATEMENT OF DUTIES

### *I. General Statement of Purpose of the Contract:*

Launched in 2003 by President George W. Bush, and reauthorized in 2008, PEPFAR holds a place in history as the largest effort by any nation to combat a single disease. Since its inception, PEPFAR has successfully demonstrated worldwide success in addressing the HIV/AIDS epidemic with gains particularly evident in Africa. It achieved success in expanding access to HIV prevention, care and treatment in low-resource settings.

With a projected population of over 100 million people, Ethiopia is the second most populous country in Sub-Saharan Africa. Despite impressive economic growth, Ethiopia remains a low-income country with a real per capita income of US \$550 and 33.5% of the population living below the international poverty line of \$1.90/day. According to the 2015 UN Human Development Index, Ethiopia ranks 174 out of 188 countries on both the overall index and the per capita Gross National Income, with a gross domestic product of \$1,428. It is also one of the least urbanized countries, with 80% of the population living in rural areas. The HIV/AIDS epidemic in Ethiopia continues to be characterized by a low-intensity, mixed epidemic with significant heterogeneity across geographic areas and population groups. There is significant prevalence variation by region; from 4.8% in Addis Ababa, 4.4% in Gambella, to 0.6% in Southern Nations, Nationalities and Peoples' (SNNPR) region. Key and Priority Populations (KP and PP) are key drivers of the epidemic. For KP, PEPFAR-E only targets Female Sex Workers (FSW); and for PP, PEPFAR-E includes divorced and widowed persons, Orphans and Vulnerable Children, HIV negative partners in discordant couples, clients of FSWs, uniformed personnel, and vulnerable adolescent girls and young women.

Since 2005 trends in ANC prevalence in Ethiopia show steady and steep declines by as much as 60% according to latest UN models of HIV incidence, and suggest general success of combined prevention efforts by PEPFAR, GOE and other partners. With the right strategies, an AIDS-free generation may be truly achievable in this setting. A high circumcision rate (92%), among other factors such as significant gains in prevention of mother-to-child transmission (PMTCT), continue to favor primary prevention among the general population. Among the general population, sources of new infection can be divided into sexual transmission from high-risk behavior before or outside marriage and sexual and vertical transmission occurring within marriage. The aging demographic profile of the epidemic combined with high rates of sero-discordant married couples (65%) imply that more HIV transmission occurs within marriage compared to other African epidemics; remarriage rates, however, exceed 40% regardless of gender or residence. Widowed and divorced men and women show substantially higher infection rates than other groups. Early arranged marriage,

partner violence, and gender inequality are cited as causes of high divorce rates and significantly elevated rates of HIV prevalence associated with divorce and remarriage. Beginning in 2005, implementation of PEPFAR is through 5 USG agencies: U.S. Centers for Disease Control and Prevention (CDC), U.S. Department of Defense (DOD), U.S. State Department (Population and Refugee Migration Office, and the Community Grants Office), Peace Corps, and the U.S. Agency for International Development (USAID); however Peace Corps is in the process of transitioning out of PEPFAR. To date bilateral USG investment is \$2.6 billion. In addition Ethiopia has been a recipient of over \$2 billion from the Global Fund to fight AIDS, Tuberculosis and Malaria (Global Fund). Given the nature of Ethiopia's epidemic, PEPFAR-E's strategic goals are primarily to (i) support the Government of Ethiopia to achieve the UNAIDS Fast Track Strategy toward sustained epidemic control; and (ii) support the national HIV/AIDS response to strengthen case detection, treatment, care and support interventions toward key and priority populations, and in high HIV burden geographic areas. PEPFAR funds prevention, care and treatment activities implemented at facility and community sites; as well as cross-cutting activities in laboratory, strategic information, and suppl The Senior Health Financing Advisor will provide technical expertise to USAID/Ethiopia's Health team, USAID supported programs and projects and the Government of Ethiopia in all areas of health care finance. Specific focus will be on the financial and economic aspects of the design of health policies, financial interventions and the analysis of related financial and economic impact. The incumbent will direct, manage and/or support the health care finance -related projects, including the project supporting the national level scale-up of Community-based and Social Health Insurance, which are ground breaking programs for the country in realizing the host government's goal of universal health coverage. Under the overall leadership of the HSR Team Leader, the advisor will help develop and expand USAID's healthcare finance activities within the HSS portfolio.

Broad responsibilities will include providing technical leadership to USAID, interagency partners, Ministries of Health and Finance, The Ethiopian Health Insurance Agency and implementing partners through recommendations in the design, development, and improvement in health care financing activities that strengthen service quality, effectiveness, and efficiency. . Technical Assistance and capacity building of Health team members in health care financing systems, analysis, design and oversight for activity management, development, piloting/testing, implementation and evaluation will also be key components of the position. The position requires both advisory and administrative ability, including hands-on health care financing technical expertise, results-oriented analysis, strong project management experience, clear communication skills, and close collaboration with a wide variety of stakeholders including: host ministries, implementing partners, interagency teams, USAID Headquarter personnel and other donors.

The incumbent must ensure the presence and use of adequate administrative controls, information and data quality, procedural efficiencies and professional rigor. S/he will be expected to develop strategies and technical approaches for better USAID, USG, and partner coordination and improve integration of vertical programs related to health financing activities e.g. PEPFAR, maternal & child health, malaria control, vaccination, etc.

The Senior Health Financing Advisor will be responsible to supervise the two new position in HSR team, Private Sector Advisor and Resilience and Public Health Emergency Management (PHEM) Advisor positions

## 2. Statement of Duties to be Performed:

Provide technical expertise to USAID/Ethiopia's Health team, USAID supported programs and projects and the Government of Ethiopia in all areas of health care finance. Specific focus will be on the financial and economic aspects of the design of health policies and interventions and the analysis of related financial and economic impact.

Direct, manage and/or support the healthcare financing-related projects under the overall leadership of the HSR Team Leader. The advisor will help develop and expand USAID's health care financing activities within the health sector.

### **OVERSEE IMPLEMENTATION OF HEALTHCARE FINANCING ACTIVITIES IN USAID/ETHIOPIA'S HEALTH PROGRAM (40%):**

- Review and contribute to the development of annual project work plans.
- Serve as COR/AOR/Activity Manager for assigned health care financing specific projects.
- Lead development of USAID Ethiopia strategies in health care financing and economics.
- Work with project technical leads and project coordinators to identify opportunities to implement health economics (including costing and cost-effectiveness) analyses in Health portfolio of programs.
- Collaborate with Health team members to develop and implement finance and economic components into existing and future health projects.
- Lead the development of proposals specific to health care finance and provide technical assistance to proposals with health care finance elements.
- Provide leadership to develop and conduct areas of operational research on health care finance and economic topics through USAID projects.
- Work closely with USAID staff involved in health system strengthening and other health activities support those activities and ensure the integration of healthcare finance with the programs.
- Lead the public health emergency management programs and engagement with other offices to coordinate the Mission's resilience programs from the health side
- Lead the Health Office's increased private sector engagement programs, in supporting the private sector strategies and interventions in health in the areas of service delivery
- 11.
- Serve as the primary point of contact for the Health Office with regards to ensuring integration of journey to self-reliance principles across the health office programs.

### **PROVIDE TECHNICAL EXPERTISE TO USG, GOE AND OTHER STAKEHOLDERS (35%)**

- Provide health economics and finance technical assistance to USAID Health Team members and implementing partners in all areas of health care finance and health economics, including the design, implementation and evaluation of health insurance schemes and performance-based finance schemes.
- Provide specific training and technical assistance in cost modeling and analysis of health economic data.
- Lead USAID Technical Assistance in health care financing and economics to GOE through development leadership, and mentoring of GOE counterparts, including but not limited to, the newly graduated and assigned Health Economists at all RHBs.

- Develop and maintain strong relationships with a wide range of stakeholders, partners, and collaborators in the Ethiopia health care finance and public health arena.
- Identify opportunities to apply health finance and costing tools, approaches, best practices, and lessons learned across USAID and GOE programs and projects. Participate in the design and development of new tools and approaches as needed.
- Interact and network with donors, potential partners, and working groups to keep up on the latest developments in health economics trends and research.
- Stays informed on current health care finance initiatives and experiences and provide related guidance to USAID Health team, partners and government counterparts.

### **MONITORING AND EVALUATION OF HEALTH SYSTEMS STRENGTHENING ACTIVITIES (20%)**

- Ensure timely completion of all relevant program deliverables and reporting requirements.
- Maintain a regular schedule of activity site visits to document activities of USAID-supported implementing partners, establish routine communications and maintain up-to-date information and files on the status of partner activities, resources and work plans.
- Assist the Health Office Monitoring and Evaluation Specialist in evaluating selected health care financing activities, ensuring that performance monitoring systems are in place, and that periodic, reliable measures of impact indicators are established.
- Ensure implementing partners are in compliance with all relevant USAID regulations and procedures. Communicate with partners regarding USAID rules and regulations, as well as their obligations to USAID. Apply specific and in-depth knowledge of applicable USG laws, legislative directives, and regulations, particularly regarding the allowable use of Health funds.
- Work closely with implementing partners to ensure program achievements and lessons learned are disseminated to sector representatives. Maintain and share an up-to-date summary of program technical areas and geographic areas of implementation.
- In collaboration with other team members, monitor activities undertaken by implementing partners implementing health care financing activities; track progress against program descriptions, implementation plans, and work plans; assess progress and barriers to achievement; recommend action for improvement or modifications to address problems; and document and highlight results.

### **PROJECT FINANCIAL MANAGEMENT (5 %)**

- Responsible for the financial management of assigned activities, which includes ensuring obligations, expenditures, and budget pipelines conform to action plans.
- Ensure appropriate and timely incremental funding of activities.
- Ensure program activities are in compliance with USAID financial regulations. Report financial discrepancies to the HSR Deputy Team Leader and Financial Analyst.
- Update the Mission Controller and Financial Analyst on the liquidation of advances. Review and provide administrative approval for assigned activities as required.
- Ensure compliance with Non-Federal Audits (NFAS) and closure of open recommendations. Maintain a monthly project financial management tracking system.

3. Supervisory Relationship:

The USAID Health Office Director or her/his designee will provide overall supervision to the Senior Health Financing Advisor; however he/she will exercise independent judgment in planning and carrying out tasks, resolving problems and conflicts, and taking steps necessary to meet deadlines. While the HSR Senior Health Financing Advisor will work with maximum independence in completing agreed-upon work objectives and carrying-out his/her responsibilities, s/he will keep his/her supervisor informed of problems and/or issues that arise that may affect the successful implementation of the USAID Health program in Ethiopia. At least once during each twelve month cycle for the duration of the contract the Senior Health Finance Advisor will work with the Health Office Director or her/his designee to establish standards and performance measures upon which performance will be based. Once agreed upon, these work objectives and performance measures will be reviewed at least semi-annually and be revised as necessary to reflect changing circumstances. An evaluation of the incumbent will be completed annually and will serve as the basis for any personnel actions.

4. Supervisory Controls:

The Senior Health Financing Advisor is responsible to supervise the two employees in Health System and Resilience team: the Private Sector Advisor and Resilience and Public Health Emergency Management (PHEM) Advisor incumbents.

**12. PHYSICAL DEMANDS:**

The work requested does not involve undue physical demands.

*Note:* No in-person appointments or telephone calls will be entertained, unless you are required to have more information about this solicitation.

**II. MINIMUM QUALIFICATIONS REQUIRED FOR THIS POSITION**

Applications will be initially screened by the Human Resources Office to determine whether applicants have met the advertised minimum qualifications. A list of qualified applicants will be referred to the hiring office for further consideration and screening.

**EDUCATION:** MA in a health systems-related discipline, such as Public Health Finance, Health Economics, Public Policy, Economics, Business, or equivalent is required. PhD is preferred but not required.

**WORK EXPERIENCE:** A minimum of 7 years of experience in providing technical assistance, implementing, managing, analyses and/or evaluation of health finance and economics programs in developing countries. Expertise and experience in the design, implementation and evaluation of health care finance and health economic policies and strategies. Experience and skills in financial and economic modelling and analysis of health programs. Experience in the design and analysis of insurance programs and performance-based financing programs. Experience with government allocation, budgeting and financial management systems. Experience in leading, managing and working with technical teams. Experience working with the Ethiopian Government, USG health agencies and/or USAID implementing partners is preferred but not required.

**KNOWLEDGE:** Knowledge of health economics and health finance research, program implementation and analysis. Insurance practices in low income settings and performance-based financing program theory and operational knowledge. Familiarity with current mobile technologies that can be leveraged to further public health objectives. Understanding of health care financing research and analytical approaches. The incumbent is expected to have good knowledge and understanding of public health emergency management, resilience programming and private sector engagement strategies.

**SKILLS AND ABILITIES:** Excellent writing, editing and presentation skills. Excellent interpersonal and relationship building skills. Excellent skills in oral and written communications. Demonstrated skills at writing clearly and succinctly. Proficiency with Microsoft Office suite (Word, Excel). Demonstrates analytic thinking on complex issues related to social, economic, or political systems. Ability to produce thorough, high quality work within a tight timeframe. Flexibility and ability to handle multiple tasks and work collaboratively within a data driven environment. Ability to build successful relationships with donors, partners, and stakeholders in Ethiopia and the global health systems community. Willingness and ability to travel domestically.

The position requires good organizational, management and supervision skills. The incumbent must have excellent judgment, maturity, ingenuity and originality to interpret strategy, analyze, develop and present work in English and to monitor and evaluate implementation of programs; an open professional style, blending teamwork and participation with individual initiative as well as having a can-do orientation and service mindset; effective team building, strategic thinking, leadership, appreciative listening, and achieving results in cross-cultural and multi-level settings. The incumbent must have the ability to work collaboratively in cross cutting teams, direct the work of consultants, interact effectively with mid and senior level government officials and high-level members of the business community.

The selected candidate must be capable of producing high quality work, often under time pressure and in complex situations with little direction. Demonstrated flexibility and openness in responding to changing work priorities and environment.

### **III. EVALUATION AND SELECTION FACTORS**

The Government may award a contract without discussions with offerors in accordance with [FAR 52.215-1](#). The CO reserves the right at any point in the evaluation process to establish a competitive range of offerors with whom negotiations will be conducted pursuant to [FAR 15.306\(c\)](#). In accordance with [FAR 52.215-1](#), if the CO determines that the number of offers that would otherwise be in the competitive range exceeds the number at which an efficient competition can be conducted, the CO may limit the number of offerors in the competitive range to the greatest number that will permit an efficient competition among the most highly rated offers. The FAR provisions referenced above are available at <https://www.acquisition.gov/browse/index/far>. **The TEC will conduct interviews with all offerors in the competitive range and provide the final rating and ranking of the offerors based on the interview and/or written test. The CO will consider findings from the reference checks as part of the responsibility determination.**

**EDUCATION(10 points):** MA in a health systems-related discipline, such as Public Health Finance, Health Economics, Public Policy, Economics, Business, or equivalent is required. PhD is preferred but not required.



**WORK EXPERIENCE(40 points):** A minimum of 7 years of experience in providing technical assistance, implementing, managing, analyses and/or evaluation of health finance and economics programs in developing countries. Expertise and experience in the design, implementation and evaluation of health care finance and health economic policies and strategies. Experience and skills in financial and economic modelling and analysis of health programs. Experience in the design and analysis of insurance programs and performance-based financing programs. Experience with government allocation, budgeting and financial management systems. Experience in leading, managing and working with technical teams. Experience working with the Ethiopian Government, USG health agencies and/or USAID implementing partners is preferred but not required.

**KNOWLEDGE(30 points):** Knowledge of health economics and health finance research, program implementation and analysis. Insurance practices in low income settings and performance-based financing program theory and operational knowledge. Familiarity with current mobile technologies that can be leveraged to further public health objectives. Understanding of health care financing research and analytical approaches. The incumbent is expected to have good knowledge and understanding of public health emergency management, resilience programming and private sector engagement strategies.

**SKILLS AND ABILITIES(20 points):** Excellent writing, editing and presentation skills. Excellent interpersonal and relationship building skills. Excellent skills in oral and written communications. Demonstrated skills at writing clearly and succinctly. Proficiency with Microsoft Office suite (Word, Excel). Demonstrates analytic thinking on complex issues related to social, economic, or political systems. Ability to produce thorough, high quality work within a tight timeframe. Flexibility and ability to handle multiple tasks and work collaboratively within a data driven environment. Ability to build successful relationships with donors, partners, and stakeholders in Ethiopia and the global health systems community. Willingness and ability to travel domestically.

The position requires good organizational, management and supervision skills. The incumbent must have excellent judgment, maturity, ingenuity and originality to interpret strategy, analyze, develop and present work in English and to monitor and evaluate implementation of programs; an open professional style, blending teamwork and participation with individual initiative as well as having a can-do orientation and service mindset; effective team building, strategic thinking, leadership, appreciative listening, and achieving results in cross-cultural and multi-level settings. The incumbent must have the ability to work collaboratively in cross cutting teams, direct the work of consultants, interact effectively with mid and senior level government officials and high-level members of the business community.

The selected candidate must be capable of producing high quality work, often under time pressure and in complex situations with little direction. Demonstrated flexibility and openness in responding to changing work priorities and environment.

#### IV. **SUBMITTING AN OFFER**

For your application to be considered, the following documents must be submitted:

1. Eligible offerors are required to complete and submit the offer form **AID 309-2**, "Offeror Information for Personal Services Contracts with Individuals," available at <http://www.usaid.gov/forms>.
2. Offers must be received by the closing date and time specified in **Section I, item 3**, and submitted to the Point of Contact in **Section I**.
3. To ensure consideration of offers for the intended position, Offerors must prominently reference the Solicitation number in the offer submission.
4. Letter of Application and current resume.
5. Application must be submitted ONLY via [addisusaidjobs@usaid.gov](mailto:addisusaidjobs@usaid.gov) and the email subject must say –: **72066321R00003 - Senior Health Financing Advisor. Be sure to include your name and the solicitation number at the top of each page.**
6. Please submit the application only once; and
7. Late and incomplete applications will not be considered; the application must be submitted before or on the closing date at local Ethiopia time 5 p.m. (Local Ethiopia, Addis Ababa Time).

#### V. **LIST OF REQUIRED FORMS PRIOR TO AWARD**

Once the CO informs the successful Offeror about being selected for a contract award, the CO will provide the successful Offeror instructions about how to complete and submit the following forms.

1. *Medical History and Examination Form (Department of State Forms)*
2. *Questionnaire for Sensitive Positions for National Security (SF-86), or*
3. *Questionnaire for Non-Sensitive Positions (SF-85)*
4. *Finger Print Card (FD-258)*

#### VI. **BENEFITS/ALLOWANCES**

As a matter of policy, and as appropriate, a PSC is normally authorized the following benefits and allowances:

##### 1. BENEFITS:

- (a) Employer's FICA Contribution
- (b) Contribution toward Health & Life Insurance
- (c) Pay Comparability Adjustment
- (d) Annual Increase (pending a satisfactory performance evaluation)
- (e) Eligibility for Worker's Compensation
- (f) Annual and Sick Leave

##### 2. ALLOWANCES (if applicable):

Section numbers refer to rules from the [Department of State Standardized Regulations \(Government Civilians Foreign Areas\)](#)

- (a) Temporary Quarter Subsistence Allowance (Section 120)
- (b) Living Quarters Allowance (Section 130)
- (c) Cost-of-Living Allowance (Chapter 210)
- (d) Post Allowance (Section 220)
- (e) Separate Maintenance Allowance (Section 260)
- (f) Education Allowance (Section 270)
- (g) Education Travel (Section 280)
- (h) Post Differential (Chapter 500)
- (i) Payments during Evacuation/Authorized Departure (Section 600), and
- (j) Danger Pay Allowance (Section 650)

## VII. TAXES

USPSCs are required to pay federal income taxes, FICA, Medicare and applicable state income taxes.

## VIII. USAID REGULATIONS, POLICIES AND CONTRACT CLAUSES PERTAINING TO PSCs

USAID regulations and policies governing USPSC awards are available at these sources:

1. **USAID Acquisition Regulation(AIDAR),Appendix D**, “Direct USAID Contracts with a U.S. Citizen or a U.S. Resident Alien for Personal Services Abroad,” including contract clause “General Provisions,” available at [https://www.usaid.gov/sites/default/files/documents/1868/aidar\\_0.pdf](https://www.usaid.gov/sites/default/files/documents/1868/aidar_0.pdf).
2. **Contract Cover Page form AID309-1** available at <https://www.usaid.gov/forms>.
- 3.

### LINE ITEMS

ITEM NO (A)	SUPPLIES/SERVICES (DESCRIPTION) (B)	QUANTITY (C)	UNIT (D)	UNIT PRICE (E)	AMOUNT (F)
0001	<b>Base Period - Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b> - Award Type: Cost - Product Service Code: [e.g. R497] - Accounting Info: [insert one or more citation(s) from Phoenix/GLAAS]	1	LOT	\$ _TBD__	\$ _TBD at Award after negotiations with Contractor
1001	<b>Option Period 1 – Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b> - Award Type: Cost - Product Service Code: [e.g. R497] - Accounting Info: [insert from Phoenix/GLAAS]	1	LOT	\$ _TBD__	\$ _TBD at Award after negotiations with Contractor
1002	<b>Option Period 1 – Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b>	1	LOT	\$ _TBD__	\$ _TBD at Award after

	- Award Type: Cost - Product Service Code: [e.g. R497] - Accounting Info: [insert from Phoenix/GLAAS]				negotiations with Contractor
1003	<b>Option Period 1 – Compensation, Fringe Benefits and Other Direct Costs (ODCs)</b> - Award Type: Cost - Product Service Code: [e.g. R497] - Accounting Info: [insert from Phoenix/GLAAS]	1	LOT	\$ _TBD__	\$ _TBD at Award after negotiations with Contractor_

4. Acquisition and Assistance Policy Directives/Contract Information Bulletins(AAPDs/CIBs) for Personal Services Contracts with Individuals available at <http://www.usaid.gov/work-usaid/aapds-cibs>.
5. **Ethical Conduct.** By the acceptance of a USAID personal services contract as an individual, the contractor will be acknowledging receipt of the “**Standards of Ethical Conduct for Employees of the Executive Branch,**” available from the U.S. Office of Government Ethics, in accordance with **General Provision 2** and **5CFR2635**. See <https://www.oge.gov/web/oge.nsf/OGE%20Regulations>.

#### END OF SOLICITATION

***EQUAL EMPLOYMENT OPPORTUNITY: The U.S. Mission in Ethiopia provides equal opportunity and fair and equitable treatment in employment to all people without regard to race, color, religion, sex, national origin, age, disability, political affiliation, marital status, or sexual orientation. USAID/Ethiopia also strives to achieve equal employment opportunity in all personnel operations through continuing diversity enhancement programs.***

***The EEO complaint procedure is not available to individuals who believe they have been denied equal opportunity based upon marital status or political affiliation. Individuals with such complaints should avail themselves of the appropriate grievance procedures, remedies for prohibited personnel practices, and/or courts for relief.***