

EXPORT OPPORTUNITIES

**WITH THE
AGENCY FOR
INTERNATIONAL
DEVELOPMENT**

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FORWARD

This booklet provides basic, non-technical information on commodity exporting financed through the United States Agency for International Development (AID).

The reader who is familiar with export transactions should have little difficulty understanding the policies, procedures and requirements which apply to AID-financed exports. The reader who has not engaged in export sales should consider this material as but one part of his or her introduction to exporting. Indeed, the U.S. supplier contemplating involvement in AID-financed commodity procurements should first develop a basic understanding of foreign trade and export marketing. Excellent sources of information on exporting are currently available from the government.

A copy of "Consumer's Guide to Federal Publications," containing order information, can be obtained from the Superintendent of Documents, Government Printing Office (GPO), Washington, D.C. 20402. Three excellent publications are available through GPO:

- * *Export Marketing for Smaller Firms, produced by the Small Business Administration;*
- * *A Basic Guide to Exporting, produced by the U.S. Department of Commerce; and*
- * *How to Build an Export Business, An International Marketing Guide for the Minority-Owned Firm, produced by the U.S. Department of Commerce, Minority Business Development Administration.*

In addition, information may be obtained from the Office of Business Relations, Agency for International Development, Washington, D.C. 20523.

As the interdependence among nations continues to expand, new commercial opportunities for small American firms—as well as large—constantly arise. Exporting could provide several important advantages. A basic knowledge of exporting will allow you to focus on those questions of particular relevance to your firm's operations.

AID financing plays a special, limited role in the exporting of American goods and services. Your quest for an under-

standing of that role is appreciated and we hope will be useful as you explore the business of international commodity transactions.

THE AGENCY FOR INTERNATIONAL DEVELOPMENT

An Overview

The Agency for International Development (AID) administers most of the foreign economic assistance programs of the U. S. government. It operates from headquarters in Washington through field missions or representatives in about 60 countries in Africa, Asia, Latin America and the Near East.

The purpose of AID is to help people in the Third World acquire the knowledge and resources to build the economic, political and social institutions necessary for them to become more productive citizens of their countries. Such assistance contributes to the political and economic stability of Third World countries, and thereby to the foreign policy, economic and security interests of the United States. As Third World countries become more prosperous, their markets for U. S. products increase, and they become more stable sources of supply for the raw materials which the U. S. needs.

AID programs are authorized by Congress under the Foreign Assistance Act. Funds for loans and grants to carry out these programs are appropriated annually by the Congress.

Foreign economic assistance provided by AID fits into two main categories:

- * *Development Assistance aims at improving the lives of people in underdeveloped countries, which cover two-thirds of the earth's land and contain about 74% of the world's population.*
- * *Economic Support Fund promotes economic progress and political stability in selected countries whose well-being is important to the security of the United States.*

U. S. development assistance is aimed at a world in which:

- * *Almost a billion people live in extreme poverty.*
- * *A half billion people are on the brink of starvation.*
- * *100 million children are always hungry.*
- * *15 million children die each year from a combination of malnutrition and infection.*

- * *40% of the children die before the age of 5.*
- * *More than half of the children do not attend school.*
- * *Average life expectancy is 53 years, compared with 73 in the U. S.*
- * *Per capita income is often less than \$150 a year.*

The United States participates in the international effort to alleviate and overcome these problems through programs such as:

- * *Food production. AID's major effort concentrates on helping small subsistence farmers increase production by using high-yielding seeds, fertilizer, pest control, irrigation, storage, and better systems of credit, distribution and marketing.*
- * *Health and nutrition. AID-supported programs have helped eliminate smallpox from most of the world and have helped control measles, cholera and malaria. Working through such intermediaries as U. S. private and voluntary agencies and U. S. universities overseas, AID supports intensive efforts to improve nutrition and health practices throughout the underdeveloped world.*
- * *Education and human resources development. AID is continuing its emphasis on providing more opportunities for nonformal and formal education, and on elevating the status of women in the work force. Radio and satellite communications have greatly enhanced AID's ability to reach masses of people in remote areas.*

Types of Aid Programs

There are two basic types of AID programs in which exporting firms may be able to participate.

In some countries, AID provides loan or grant assistance in the form of *Commodity Import Programs (CIP)* which finance the procurement of a wide variety of basic commodities needed in the economy. Under a CIP, funds are allocated by the foreign government to its various ministries and to the private sector to provide the foreign exchange

needed to purchase such things as machinery, industrial chemicals, tallow, farm equipment, medical supplies, etc. To participate in a CIP, suppliers submit bids or quotations in response to competitive public tenders or solicit orders from the private sector through normal commercial channels. These procurements, under CIP, are subject to the provisions of AID Regulation 1.

In many countries AID provides project loans or grants to finance specific facilities and undertakings such as construction of irrigation facilities, expansion and equipping of rural health networks, malaria control programs, equipping small farmers with appropriate tools and machinery, etc. Commodities purchased as part of these undertakings are called *project procurements*. The transactions are subject to the provisions of Handbook 11, Chapter 3.

Under both types of programs, AID does virtually no buying itself. The public sector of AID-recipient countries purchases directly from the U.S. private sector, usually through competitive bid procedures; their private sector procures directly from U.S. firms, usually through negotiated procurement procedures. *AID does not finance U.S. firms.* It provides the dollar exchange which pays for the transactions. It is the responsibility of U.S. firms to conduct their own sales promotional efforts.

Commodity Import Programs

AID Regulation 1, "Rules and Procedures Applicable to Commodity Transactions," is the governing regulation for procurement under Commodity Import Programs. This document and others referenced throughout the booklet are contained in the AID Documents Kit for Export Suppliers, which is available at no charge upon request. It may be obtained by writing the Office of Business Relations, Agency for International Development, Washington, D.C. 20523.

Under a CIP, the government of a developing nation allocates the foreign exchange provided by AID loans/grants among its importers in the public and

private sectors to finance the purchase through *regular commercial trade channels* of products and equipment which it needs. AID does not participate directly in these procurements, neither determining the specific items to be purchased nor selecting the suppliers. Transactions are directly between American suppliers and foreign importers. Therefore, selling commodities under AID-financed programs is essentially the same process as selling through normal commercial channels.

Price, quality, service, and delivery terms, as in any negotiations, are important factors in the eyes of the buyer. The seller must convince the buyer of the advantages of his/her particular offer. The problem is no different from that faced by sales personnel in conducting privately financed business. Just as in other commercial export sales, the supplier under AID financing completes responsibility to the buyer when compliance with the terms of sale is achieved.

AID loan and grant agreements with a foreign country specify the range of commodities which can be procured, the countries from which they may be purchased, AID marking and labeling requirements, price, commission, shipping restrictions, and other applicable conditions.

Pertinent details of individual proposed procurements under formal competitive bid procedures—usually required by foreign country public sector agencies—are announced in the AID-Financed Export Opportunities publication. Negotiated procurements by the public sector are announced in the AID Procurement Information Bulletin. Both of these publications are contained in the AID Documents Kit for Export Suppliers and may be ordered, at no charge, by completing and returning the Mailing List Application enclosed with this brochure.

To assist U.S. suppliers in developing sales in the private sector, AID publishes importer lists for certain AID-recipient countries. In addition to providing importer names and addresses by com-

modity categories, the lists include other information about the importing firms which should be of assistance to suppliers desiring to participate in AID programs and expand their export sales. A sample of these lists is included in the AID Documents Kit.

As pointed out previously, in Commodity Import Programs foreign buyers represent both the public and private sectors. The public sector buyers are generally foreign ministries that purchase for public use and not for profit or resale. The private sector buyers are either merchants, dealers, or distributors who purchase commodities for resale at a price which, they hope, will permit a reasonable profit. Private sector buyers may also be end-users importing for their own use, such as in manufacturing, assembling, etc.

To participate in these opportunities, American suppliers need to take advantage of all possibilities. They should conduct the same sort of promotional activities for their products in foreign countries that they undertake in the United States. AID, for its part, does everything it can to provide information and guidance. It publicizes business opportunities for U.S. exporters and normally restricts other developed countries from eligibility as sources. AID programs introduce American products into areas previously closed to them by traditional trading relationships and long-standing customs.

Project Requirements

AID Handbook 11, Chapter 3, contains the regulations governing project procurements by the recipient country. This document is included in the AID Documents Kit for Export Suppliers.

As mentioned previously, project procurements are purchases of equipment and materials for specific project undertakings financed by AID through loans or grants. An example might include construction of public facilities which require building materials and equipment.

Unlike the CIP, there is no foreign country private sector involvement in

project procurements. All dealings are with the foreign government and its ministries.

Publications of proposed procurements and suggestions offered in the previous section discussing the Commodity Import Programs normally also apply to project procurements.

This pamphlet does not cover activities unrelated to commodity procurement (e.g., consulting, research, architect-engineering and construction). Firms interested in participating in AID-financed activities in such areas are encouraged to register in the AID Contractor Index maintained by the Office of Business Relations, Agency for International Development, Washington, D.C. 20523. The Contractor Index serves as a source bank of capabilities available in the U.S. business community, not as a conventional bidders' list. Requirements for professional and technical services are announced in the *Commerce Business Daily*, which identifies the buyer to whom expressions of interest, pre-qualification data and/or requests for tender documents should be directed. Subscription to the *Commerce Business Daily* can be obtained from the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. As of September, 1982, the cost for one year's first class mailing is \$175, and for second class mailing \$100. A six-month trial subscription costs \$90 for first class mailing and \$50 for second class.

The Eligibility Rules

The American supplier should be aware of certain eligibility rules governing commodities, country sources, and cargo carriers.

Source of Commodities

AID's policy limits the countries from which commodities may be purchased: (1) Many AID agreements require that commodities be purchased from the United States; (2) Other AID agreements allow purchases from the United States and from selected Free World countries (excluding the developed countries).

To meet AID's source requirements, a

commodity must be shipped from an eligible country; must be mined, grown or produced in an eligible country; and may not include components from non-Free World countries. Components from developed Free World countries are eligible within specific limits.

The eligible source for a purchase is identified by AID Geographic Codes. The AID Documents Kit for Export Suppliers contains an AID Small Business Memo which lists the countries included in the most frequently used AID Geographic Codes.

Commodity Eligibility

AID's commodity eligibility policies are keyed to two basic objectives: (1) that the commodities AID finances make a positive contribution to development; and (2) that AID procurement programs are carried out in full accord with relevant U.S. policies and laws.

To promote these objectives, commodities are ineligible for AID financing if they are:

- * *Unsafe or ineffective products, such as certain pesticides or pharmaceuticals.*
- * *Luxury goods, such as recreational supplies and equipment, alcoholic beverages and equipment for their production and use, equipment or supplies for gambling facilities, jewelry, stamps, coins, furs, and the more expensive luxury textiles. Subject to prior approval, AID may permit the financing of an item normally regarded as a luxury item if required to attain the objective of a development activity or which is clearly justified by the intended end use of the item.*
- * *Surplus or used items, unless inspected and approved in accordance with procedures approved by AID.*
- * *Items for military use.*
- * *Surveillance equipment, of micro-miniature design for audio surveillance activities.*
- * *Weather modification equipment.*
- * *Commodities and equipment for the purpose of inducing abortions as a method of family planning.*

- * *Commodities for support of police and other law enforcement activities.*

Cargo Carriers' Eligibility

AID requires each country granted or loaned funds to ensure that at least 50% of the gross tonnage of all commodities financed with the agreement's funds and transported to the cooperating country on ocean vessels be shipped on privately owned U.S. flag commercial vessels, if available.

Additionally, all agreements provide that the funds may be used to finance transportation costs for shipping the AID-financed commodities on U.S. flag vessels or aircraft, and in some instances on certain designated foreign flag vessels or aircraft.

Buyers will advise prospective suppliers as to what shipping must be used for a particular transaction when they solicit offers, and the authorized eligible shipping will be included in the successful supplier's eventual letter of credit or letter of commitment.

Questions may be directed to AID's Transportation Support Division, Office of Commodity Management, Agency for International Development, Washington, D.C. 20523.

Commodity Price Limitations

AID Regulation 1 governing Commodity Import Programs, and Handbook 11, Chapter 3 governing Project Procurements specify conditions governing the eligibility of procurement transactions, including certain price requirements, and state the responsibilities of suppliers under an AID-financed transaction. The basic price requirement is that price may not exceed the prevailing export market price as explained in those documents.

An important consideration to a commodity supplier concerns the costs involved in an export transaction that will be included in AID financing. Subject to the limitation that the price financed by AID cannot exceed the price permitted under AID Regulation 1 or

Handbook 11, Chapter 3, AID will generally finance the following to the extent they are included in the purchase agreement:

- * *Delivery Services including Transportation.* Export prices normally include charges for related services such as forwarder's fees, export packing, freight to the port of export, or special markings required by AID.
- * *Incidental Services.* AID reimbursement is also generally available for incidental services such as dollar costs for installation or erection of equipment, or training personnel to operate and maintain it.
- * *Sales Commissions.* AID generally allows suppliers to include in their price sales commissions to sales agents of the supplier. If in doubt about any commissions or similar fees, request clarification in advance from the Office of Commodity Management, Surveillance and Evaluation Division, Agency for International Development, Washington, D.C. 20523.
- * *Marine Insurance.* AID finances the dollar costs of insurance premiums, including war risk, if placed with an insurance company which is authorized to do business in an eligible country.
- * *Inspection Services.* When a buyer requires inspection services, either in accordance with the customary practices or because they are necessary to assure compliance with the purchase contract, the cost is eligible for AID financing along with the cost of the commodity.

It is also important to be familiar with charges that are *not* eligible for AID financing. The American supplier should refer to AID Regulation 1 and Handbook 11, Chapter 3 for details. Some of the ineligible charges are:

- * *Services which are not related to the commodity transaction;*
- * *Commissions to an importer or importer's agent;*
- * *Inland transportation within the cooperating country;*
- * *Dead freight and demurrage; and*
- * *Commissions to a third party in*

connection with a sale by a company to its dealer, distributor, or established agent.

In addition, trade discounts, credits and allowances to which the importer is entitled must be deducted from the amount requested from AID under either a letter of credit or commitment. Any amount by which prices exceed the Price Rules established in AID Regulation 1 is not eligible for AID financing.

Getting Ready to Export AID-Financed Commodities

Sales Opportunities

Before a public sector buyer under AID financing may place an order of more than \$25,000, the buyer must furnish AID's Office of Business Relations with a description of the desired commodity. This information is then published by the Office of Business Relations in "AID-Financed Export Opportunities" or in "AID Procurement Information Bulletins" for the purpose of notifying U.S. businesses of the specific sale opportunity. These circulars are available to U.S. businesses without charge. A subscription form to receive these announcements—entitled the Mailing List Application—is enclosed with this brochure.

Another valuable source of export opportunities is *Commerce Business Daily*, published by the U.S. Department of Commerce and available by subscription through the Superintendent of Documents, Government Printing Office, Washington, D.C. 20402. The Daily summarizes U.S. government procurement invitations, subcontracting leads, contract awards, and foreign business opportunities, including AID Washington and foreign country requirements for professional and technical services, as well as for some commodities.

Sales Promotion

As stated earlier, U.S. suppliers need to actively promote their products, just as they do in domestic markets.

In addition to participating in trade shows, meeting with representatives of

foreign trade missions and distributors, suppliers may also find it advantageous to send copies of catalogs, brochures, price lists, and other descriptive material to selected AID Missions overseas and to Commercial Attaches of U.S. Embassies in those countries. These sources are used by local governments, manufacturers, importers, and business representatives, as well as by technical staffs of U.S. Missions to identify U.S. sources for specific product needs.

Importers in developing countries may have a limited knowledge of what is available from the United States, both as to commodities and their sources, and frequently consult the AID Missions and U.S. Embassies when their government approves import authorizations for procurement with the AID-provided dollar exchange. Communications addresses for AID Missions overseas are contained in the AID Documents Kit for Export Suppliers.

Types of Sales

AID-financed procurements result from sales involving formal bidding procedures or from negotiations between the American seller and the foreign buyer.

Formal bidding is used primarily for procurements by foreign government ministries. To make participation easier for U.S. businesses, AID requires that the technical specifications be in English, in sufficient detail, and in U.S. standards.

The fixed price negotiated sales contract is most common in international sales and is the other usual arrangement in AID-financed procurements by private sector importers. Similar to the situation faced by suppliers in privately financed business, such terms as price, quality, service, and delivery dates are important factors.

Bids or quotations are normally submitted directly to the purchaser, as instructed in the Invitation for Bids or Request for Quotations. Bids and quotations should not be transmitted through AID unless specifically required by the Invitation for Bids or Request for Quotations.

Awards are made by the foreign buyer to the low responsive bidder. Notices of awards for completed transactions appear in the "AID Procurement Information Bulletin," noted previously in the section on sales opportunities.

Selecting an Export Distribution Channel

The size of the population and purchasing power of the American people have provided a strong domestic marketplace for American suppliers for commodities and services. A global marketing view has not been necessary for many firms and not considered by most small enterprises. Moreover, the unfamiliarity of foreign markets and the procedures for moving products overseas have effectively dissuaded some suppliers from exploring opportunities.

Once the American supplier has thoroughly researched selected markets and is encouraged about proceeding, consideration should be given to distribution channels, keeping in mind that what may be best for one country may not be best for another. However, the most common types of channels are:

- * *U.S. firms, called Export Managers or Merchant Exporters, are frequently located in major U.S. port cities. They either buy directly from the supplier for export or provide full export management services for several firms simultaneously. Some service companies also buy for export. Export management firms can be located in the classified telephone directory in major cities under "Exporters."*
- * *Foreign importers and trading companies with offices in the U.S. which buy from U.S. suppliers. Consulates of the countries you select offer the best source of information on these firms.*
- * *Foreign sales representatives or other sales agents and customer firms located in foreign countries. These could be marketing organizations, combination marketing and distributing firms, or direct end-users. They are critically important*

because of their knowledge of local contacts and potential markets.

- * *U.S. freight forwarders who have developed the expertise in the physical movement of products abroad. They can provide invaluable assistance to American suppliers who plan to handle their own shipping. They are listed in the classified telephone directories under "Freight Forwarding."*

Procedures for Payment

Suppliers submit the same basic documents for payment under AID financing as under normal commercial letter of credit financing. Depending on the terms of the sale, documentation may include supplier's invoice, dock receipt, visaed consular invoice, inspection certificate, and bill of lading. The supplier will be informed in the letter of credit of the documents required for each transaction. In addition to the normal commercial documents, others required may include:

- * *Form AID 282 — "Supplier's Certificate and Agreement with the Agency for International Development." This document contains a general description of the AID-financed commodities, incidental and delivery services, and summarizes their price and payment information. By signing the certificate the supplier (whether of the commodity, transportation services or marine insurance) certifies to the correctness of the information supplied and to compliance with any AID requirement applicable to the transaction. This form is required for CIP transactions.*
- * *Form AID 1450.4 — "Supplier's Certificate and Agreement with the Agency for International Development for Project Commodities." The description and purposes of this document are the same as Form AID 282, described above. This form is required for project commodity procurements.*
- * *Form AID 11 — "Application for Approval of Commodity Eligibility." The*

supplier should complete and submit this form immediately upon receipt of a letter of credit or a firm order under an AID-financed program which requires this form. AID can accept no responsibility for shipments made prior to receipt of the approved Form 11. This form is required for CIP transactions.

Note: Form AID 11, Form AID 282, and Form AID 1450.4 are contained in the AID Documents Kit for Export Suppliers.

Payment is ordinarily made under Letters of Credit confirmed by U.S. commercial banks. These Letters of Credit will require evidence of compliance with all stipulated conditions to effect the payment.

Since Letters of Credit and Letters of Commitment are paid from AID funds, U.S. suppliers are relieved of the responsibility for investigating the creditworthiness of the foreign buyers.

The supplier may be required to airmail to the AID Mission in the country of destination copies of some of the documents presented to the bank in order to receive payment. These normally include a non-negotiable copy of the ocean or air bill of lading, or other shipping document, and the supplier's invoice and packing list. Mission addresses are contained in the AID Documents Kit for Export Suppliers.

To assure that AID funds are properly and economically used, AID employs a post-audit procedure to examine the transactions it finances. Transactions are audited to see that terms of the contract have been met. In some cases, suppliers may be called upon to provide additional or supporting information. Therefore, AID requires that suppliers retain complete records of each transaction for three years.

CASE HISTORY OF AID-FINANCED PROJECT PROCUREMENT

The following narrative is a composite of actual AID-financed commodity transactions. Only the supplier, the cooperating country and the commodity have been fictionalized. This transaction has been simplified for illustrative purposes.

The Southern Technology Corporation (Soutec) is a small manufacturer of precision electronic equipment used for instructional purposes by educational institutions and in corporate training programs. Until recently, Soutec had limited its marketing to organizations within the continental United States.

After participating in a New York international trade show which generated interest among several foreign distributors, Soutec recognized the potential for expanding its sales to foreign markets. Soutec's first critical step was to appoint an export manager from among its sales staff. Although the manager had no training or experience in this area, he felt that his own government would be a good source of information. This was confirmed when a friend at a local university suggested that he get in touch with the Agency for International Development.

AID's first recommendation was that he familiarize himself with the fundamentals of export marketing. AID also encouraged the manager to talk to people at the U.S. Department of Commerce and Small Business Administration local offices. He was encouraged to place his name on the distribution list for two AID publications to receive early leads and eligibility information: "AID-Financed Export Opportunities" and "AID Procurement Information Bulletin."

Shortly after subscribing, the manager read about an AID-financed procurement of audiovisual equipment for a project in the Island Republic of Finisterre. The actual buyer was designated as the Republic's Department of Education, and interested firms were referred to the Economic Consul at the Finisterre Embassy in Washington for an "Invitation to Bid" document.

The manager studied the documents, verified certain bidding specifications, and obtained clarification of several terms. The manager then prepared the Soutec bid based on the buyer's form (contained in the document) and supplied the requested bonding information. The bid, with the required bid security, was then submitted to the De-

partment of Education through the Finisterre Embassy.

Subsequently, Finisterre notified Soutec that it had been selected as the supplier and sent Soutec a contract. After Soutec established a performance guaranty, AID sent a "Letter of Commitment" to Soutec. Soutec was required to complete and return an acknowledgment copy of the contract to the Finisterre Department of Education and an acknowledgment copy of the Letter of Commitment to AID.

Before signing the contract, the manager checked it against the bid for any variances. The manager also reviewed the AID Letter of Commitment to ensure compliance with its requirements.

Soutec then assembled the equipment, crated it and marked the crates according to AID designations, and shipped it on an American flagship to Finisterre C.I.E. at the specified port. Soutec got a rider from its insurance carrier to extend coverage to this shipment. The AID Letter of Commitment indicated that payment of the contract price would be made following compliance with all AID instructions. Payment would be made by AID in U.S. dollars. However, Soutec negotiated a six-month loan with its local commercial bank to cover the receivable.

In this case, shipment was made according to schedule, the Department of Education and AID were supplied with the proper documentation by registered mail, and Soutec received payment shortly thereafter.

Exhibit 1

Estimated AID-Financed FY 80 Commodity Expenditures by Major Commodity Groups

Commodity Groups	Expenditures (\$ millions)
Raw Materials and Semi-Finished Products	
Animal and Vegetable Fats and Oils, Oil Seeds and Nuts	\$78.8
Chemicals, Except Fertilizer	50.7
Basic Fabricated Textiles	11.4
Tobacco and Manufactures	35.3
Coal	40.3
Iron and Steel Mill Products	68.3
Pulp, Paper and Products	6.6
Miscellaneous	9.2
Total	300.6
Fertilizer and Feed	
Fertilizer	42.8
Feed for Animals	4.5
Total	47.3
Total	68.8
Foodstuffs	
Machinery and Transportation Equipment	
Machinery, Equipment and Parts	
Electrical Equipment and Parts	32.1
Industrial Machinery and Parts	60.9
Generators, Transformers, Motors, Engines	24.8
Construction and Mining Equipment	46.1
Agricultural Equipment	2.3
Miscellaneous	31.7
Total	197.9
Transportation Equipment and Parts	
Locomotives and Rolling Stock	1.5
Tractors	21.6
Trucks, Chassis, Bodies & Equipment	69.8
Passenger Cars	.7
Other Vehicles and Parts	14.3
Total	107.9
Total	305.8
Miscellaneous Commodities	4.3
Grand Total	\$726.8

WHAT TO DO NEXT

For the business person who has decided to explore seriously the opportunities provided by the AID-financed commodities procurement program, the suggested next step is to obtain the AID Documents Kit for Export Suppliers by writing to the Office Of Business Relations, A.I.D., Washington, D.C. 20523.

Listed below is a checklist of the materials referenced throughout this booklet and/or contained in the AID Documents Kit for Export Suppliers.

- * *Mailing List Application*
- * *AID Geographic Codes*
- * *AID Regulation 1 and Summary*
- * *Handbook 11, Chapter 3*
- * *Importer Listings (Foreign) Currently Available by Country*
- * *AID Commodity Eligibility Listing*
- * *Communication Addresses for AID Missions Overseas*
- * *Form AID 11*
- * *Form AID 282*
- * *Form AID 1-150-4*
- * *AID Marking Requirements (including red, white, and blue handclasp emblem)*
- * *AID-Financed Export Opportunities —Sample*
- * *AID Procurement Information Bulletins*
- * *AID Small Business Memo —Sample*
- * *Supplier/Contractor/Information — Certification*
- * *Notice to Suppliers —AID Policy on Competition*
- * *Notice to Suppliers to Egyptian Private Sector*

Concurrently, the reader is also encouraged to become familiar with the services of regional or local Department of Commerce and Small Business Administration offices. These offices are listed in the *Appendix*, along with other information sources.

APPENDICES

Other Export Opportunity Information Sources

Commerce Action Group for the Near East
Department of Commerce, Room 3203
Washington, D.C. 20230

Office of Saudi Arabian Affairs
Department of the Treasury, Room 1446
Washington, D.C. 20220

Department of Agriculture
*Food for Peace Program
U. S. Department of Agriculture
Washington, D.C. 20250

Publication Sources — available from field
offices serving your territory (following
pages):

Export Marketing for Smaller Firms
Small Business Administration

A Basic Guide to Exporting
U.S. Department of Commerce

How to Build an Export Business, An
International Marketing Guide for the
Minority-Owned Firm
U.S. Department of Commerce, Minority
Business Development Agency (MBDA)

**The Food for Peace Program is not financed by AID, but it is co-administered by AID and the Department of Agriculture under the provisions of Public Law 480.*

U.S. Department of Commerce International Trade Administration District Offices

- Albuquerque**, 87102, 505 Marquette Ave. N.W., Rm. 1015 (505) 766-2386.
- Anchorage**, 99513, P.O. Box 32, 701 C St. (907) 271-5041.
- Atlanta**, 30309, Suite 600, 1365 Peachtree St., N.E. (404) 881-7000.
- Baltimore**, 21202, 415 U.S. Customhouse, Gay and Lombard Sts. (301) 962-3560.
- Birmingham**, 35205, Suite 200-201, 908 S. 20th St. (205) 254-1331.
- Boston**, 02116, 10th Floor, 441 Stuart St. (617) 223-2312.
- Buffalo**, 14202, 1312 Federal Bldg., 111 W. Huron St. (716) 846-4191.
- Charleston, W.Va.**, 25301, 3000 New Federal Office Bldg., 500 Quarrier St. (304) 343-6181, Ext. 375.
- Cheyenne**, 82001, 6022 O'Mahoney Federal Center, 2120 Capitol Ave. (307) 778-2220, Ext. 2151.
- Chicago**, 60603, Room 1406, Mid-Continental Plaza Bldg., 55 E. Monroe St. (312) 353-4450.
- Cincinnati**, 45202, 10504 Fed. Bldg., 550 Main St. (513) 684-2944.
- Cleveland**, 44114, Room 600, 666 Euclid Ave. (216) 522-4750.
- Columbia, S.C.**, 29201, Strom Thurmond Fed. Bldg., 1835 Assembly St. (803) 765-5345.
- Dallas**, 75242, Room 7A5, 1100 Commerce St. (214) 729-0542.
- Denver**, 80202, Room 165, New Custom House, 19th and Stout Sts. (303) 837-3246.
- Des Moines**, 50309, 817 Federal Bldg., 210 Walnut St. (515) 284-4222.
- Detroit**, 48226, 445 Federal Bldg., 231 W. Lafayette (313) 226-3650.
- Greensboro, N.C.**, 27402, 203 Federal Bldg., W. Market St., P.O. Box 1950 (919) 378-5345.
- Hartford**, 06103, Room 610-B, Fed. Bldg., 450 Main St. (203) 244-3530.
- Honolulu**, 96850, 4106 Federal Bldg., 300 Ala Moana Blvd., P.O. Box 50026 (808) 546-8694.
- Houston**, 77002, 2625 Federal Bldg., 515 Rusk Ave. (713) 226-4231.
- Indianapolis**, 46204, 357 U.S. Courthouse & Federal Office Bldg., 46 E. Ohio St. (317) 269-6214.
- Jackson, Miss.**, 39201, City Center Plaza, Suite 500, 200 Pascagoula (601) 969-4388.
- Kansas City**, 64106, Rm. 1844, 601 E. 12th St. (816) 374-3142.
- Little Rock**, 72201, Rm. 635, Savers Fed. Bldg., 320 W. Capitol (501) 378-5794.
- Los Angeles**, 90049, Rm. 800, 11777 San Vicente Blvd. (213) 824-7591.
- Louisville**, 40202, Rm. 636B, U.S. Post Office and Courthouse Bldg. (502) 582-5066.
- Memphis**, 38103, Room 710, 147 Jefferson Ave. (901) 521-3213.
- Miami**, 33130, Rm. 821, City National Bank Bldg., 25 W. Flagler St. (305) 350-5267.
- Milwaukee**, 53202, 604 Fed. Bldg., U.S. Court House, 517 E. Wisconsin Ave. (414) 291-3473.
- Minneapolis**, 55401, 218 Federal Bldg., 110 S. 4th St. (612) 725-2133.
- New Orleans**, 70130, Room 432, International Trade Mart, 2 Canal St. (504) 589-6546.
- New York**, 10007, Rm. 3718, Fed. Office Bldg., 26 Federal Plaza, Foley Sq. (212) 264-0634.
- Newark**, 07102, Gateway Bldg. (4th floor) Market St. & Penn Plaza (201) 645-6214.
- Omaha**, 68102, 815 Capitol Ave., Suite 703A, Capitol Plaza (402) 221-3665.
- Philadelphia**, 19106, 9448 Federal Bldg., 600 Arch St. (215) 597-2850.
- Phoenix**, 85073, Suite 2950, Valley Center Bank Bldg. 201 N. Central Ave. (602) 261-3285.
- Pittsburgh**, 15222, 2002 Fed. Bldg., 1000 Liberty Ave. (412) 644-2850.
- Portland, Ore.**, 97204, Room 618, 1220 S.W. 3rd Ave. (503) 221-3001.
- Reno, Nev.**, 89503, 777 W. 2nd St., Room 120 (702) 784-5203.
- Richmond**, 23240, 8010 Federal Bldg., 400 N. 8th St. (804) 771-2246.
- St. Louis**, 63105, 120 S. Central Ave. (314) 425-3302.
- Salt Lake City**, 84138, 1201 Fed. Bldg., 125 S. State St. (801) 524-5116.
- San Francisco**, 94102, Federal Bldg., P.O. Box 36013, 450 Golden Gate Ave. (415) 556-5860.
- San Juan, P.R.**, 00918, Room 659, Federal Bldg., Chardon Ave. (809) 753-4555.
- Savannah**, 31402, 222 U.S. Courthouse, P.O. Box 9746, 125-29 Bull St. (912) 232-4321, Ext. 204.
- Seattle**, 98109, 706 Lake Union Bldg., 1700 Westlake Ave. North (206) 442-5615.

Small Business Administration Field Offices

Agana, GUAM
Albany, NY
Albuquerque, NM
Anchorage, AK
Atlanta, GA
Augusta, ME
Baltimore, MD
Biloxi, MS
Birmingham, AL
Boise, ID
Boston, MA
Buffalo, NY
Camden, NJ
Casper, WY
Charleston, WV
Charlotte, NC
Chicago, IL
Cincinnati, OH
Clarksburg, WV
Cleveland, OH
Columbia, SC
Columbus, OH
Concord, NH
Coral Gables, FL
Corpus Christi, TX
Dallas, TX
Denver, CO
Des Moines, IA
Detroit, MI
Eau Claire, WI
Elmira, NY
El Paso, TX
Fairbanks, AK
Fargo, ND
Fresno, CA
Greenville, NC
Harrisburg, PA
Hartford, CT
Hato Rey, PR
Helena, MT
Holyoke, MA
Honolulu, HI
Houston, TX
Indianapolis, IN
Jackson, MS
Jacksonville, FL
Kansas City, MO
Knoxville, TN
Las Vegas, NV
Little Rock, AR
Los Angeles, CA
Louisville, KY
Härtingen, TX
Lubbock, TX
Madison, WI
Marquette, MI
Marshall, TX
Melville, NY
Memphis, TN
Milwaukee, WI
Minneapolis, MN
Montpelier, VT
Nashville, TN
Newark, NJ
New Orleans, LA
New York, NY
Oklahoma City, OK
Omaha, NB
Philadelphia, PA
Phoenix, AZ
Pittsburgh, PA
Portland, OR
Providence, RI
Rapid City, SD
Reno, NV
Richmond, VA
Rochester, NY
Sacramento, CA
St. Louis, MO
Salt Lake City, UT
San Antonio, TX
San Diego, CA
San Francisco, CA
Seattle, WA
Shreveport, LA
Sioux Falls, SD
Spokane, WA
Springfield, IL
St. Thomas, VIRGIN ISLANDS
Syracuse, NY
Tampa, FL
Washington, DC
West Palm Beach, FL
Wichita, KS
Wilkes-Barre, PA
Wilmington, DE

Check the appropriate local telephone directories under "U.S. Government" for the addresses and telephone numbers.

State Economic Development Offices for International Trade

The following list (alphabetical, by state) identifies the specific agency in each State Government that is responsible for assisting local firms in their international trade activities.

- Director, Alabama Development Office,
3734 Atlanta Highway, Montgomery, ALABAMA
36109, (205) 832-6980
- Commissioner, Department of Commerce &
Economic Development, Pouch D, Juneau,
ALASKA 99811, (907) 465-3580
- Director of International Trade, Office of
Economic Planning & Development,
1700 W. Washington St., Room 505, Phoenix,
ARIZONA 85007, (602) 255-3737
- Director, Department of Economic Development,
1 Capitol Mall, Rm. 4C 300, Little Rock,
ARKANSAS 72201, (501) 371-2052
- Director, Office of International Trade,
350 S. Figueroa, Suite 550, Los Angeles,
CALIFORNIA 90071, (213) 620-3474
- Department of Commerce & Development,
1313 Sherman St., Rm. 500, Denver, COLORADO*
80203, (303) 839-2752
- Director, International Division, Department of
Economic Development, 210 Washington St.,
Hartford, CONNECTICUT 06106, (203) 566-3842
- Director, Economic Development, Box 1401,
630 State College Road, Dover, DELAWARE 19901,
(302) 736-4254
- Chief, Bureau of Trade Development, Division of
Economic Development, Department of
Commerce, Collins Bldg., Tallahassee, FLORIDA*
32301, (904) 488-6124
- Director, International Trade Division,
Department of Industry & Trade, 1400 N. Omni
International, Atlanta, GEORGIA* 30303,
(404) 656-3746
- Administrator, International Services Agency,
Dept. of Planning & Economic Development,
Financial Plaza of the Pacific, #910, 130 Merchant
Street, Honolulu, HAWAII 96813, (808) 548-3048
or 548-4621
- Manager, Business Services Division, Dept. of
Commerce & Community Affairs, 222 S. College,
Springfield, ILLINOIS* 62706, (217) 782-6861
- Director, International Trade Division,
Department of Commerce, 444 N. Meridian,
Indianapolis, INDIANA* 46204, (317) 232-8845/6
- Administrator, Division of Economic &
Community Affairs, State Capitol, Boise, IDAHO
83720, (208) 334-2470
- Director, International Division, Iowa
Development Commission, 250 Jewett Bldg.,
924 Grand St., Des Moines, IOWA 50309,
(515) 281-3270
- Manager, International Trade Development
Division, Kansas Dept. of Economic
Development, 503 Kansas Avenue, 6th Floor,
Topeka, KANSAS* 66603, (913) 296-3483
- Director, International Trade Division, Kentucky
Dept. of Commerce, Capital Plaza Tower,
Frankfort, KENTUCKY 40601, (502) 564-2170
- International Division, Office of Commerce &
Industry, 343 International Trade Mart, New
Orleans, LOUISIANA 70130, (504) 568-5255
- Director, State Development Office, State House,
Station #59, Augusta, MAINE* 04333,
(207) 289-2656
- Director, Office of Business & Industrial
Development, Dept. of Economic & Community
Development, 1748 Forest Drive, Annapolis,
MARYLAND* 21401, (301) 269-3514
- Executive Director, Massachusetts Foreign
Business Council, 600 Atlanta Avenue, Boston,
MASSACHUSETTS 02106, (617) 973-3774
- Executive Director, International Operations
Division, Michigan Department of Commerce,
Law Building, 5th Floor, Lansing, MICHIGAN*
48909, (517) 373-6390
- Commissioner, Dept. of Economic Development,
480 Cedar Street, St. Paul, MINNESOTA* 55101,
(612) 296-2755
- Director, International Business Development,
P.O. Box 849, Jackson, MISSISSIPPI 39205,
(601) 354-6707
- Manager, International Business Office, Division
of Community & Economic Development,
P.O. Box 118, Jefferson City, MISSOURI* 65102,
(314) 751-4855
- Director, Governor's Office of Commerce & Small
Business Development, State Capitol, Helena,
MONTANA* 59601, (406) 449-3923
- Director, Industrial Development Division,
Department of Economic Development,
P.O. Box 94666, Lincoln, NEBRASKA* 68509,
(402) 471-3111
- Director, Department of Economic Development,
Capitol Complex, Carson City, NEVADA 89710,
(702) 885-4322
- Supervisor, Foreign Trade & Commercial
Development, Dept. of Resources & Economic
Development, Six Park Street, Concord, NEW
HAMPSHIRE 03301, (603) 271-2591
- Commissioner, Department of Labor & Industry,
John Fitch Plaza, Trenton, NEW JERSEY* 08625,
(609) 292-2323
- International Specialist, International Trade
Development, Department of Commerce &
Industry, Bataan Memorial Building, Santa Fe,
NEW MEXICO* 87503, (505) 827-5571
- Commissioner, Department of Commerce, Twin
Towers, 99 Washington Avenue, Albany,
NEW YORK 12245, (518) 474-4100

Executive Director, Office of International Trade,
One World Trade Center, Suite 86161, New York,
NEW YORK 10048, (212) 775-1330

Deputy Commissioner, Division of International
Commerce, 230 Park Avenue, New York,
NEW YORK 10169, (212) 949-9290

Director, International Division, Department of
Commerce, 430 N. Salisbury Street, Raleigh,
NORTH CAROLINA 27611

Director, Business & Industrial Development,
523 E. Bismarck Avenue, Bismarck,
NORTH DAKOTA* 58505, (701) 224-2810

Deputy Director, Division of International Trade,
Department of Commerce, 30 E. Broad Street,
25th Floor, Columbus, OHIO* 43215,
(614) 466-5017

Director, International Trade Division, Dept. of
Industrial Development, 4024 N. Lincoln Blvd.,
Oklahoma City, OKLAHOMA* 73105,
(405) 521-3501

Director, Department of Economic Development,
921 S.W. Washington, Suite 425, Portland,
OREGON* 97205, (503) 229-5625 and
(800) 452-7813

Director Bureau of International Development,
Dept. of Commerce, 408 South Office Building,
Harrisburg, PENNSYLVANIA* 71720,
(717) 787-7190

Deputy Director, Department of Economic
Development, 7 Jackson Walkway, Providence,
RHODE ISLAND 02903, (401) 277-2605

Manager, Business & Economic Development,
Box 927, Columbia, SOUTH CAROLINA 29202,
(803) 758-2235

Director, Industrial Development Expansion
Agency, 221 South Central, Pierre,
SOUTH DAKOTA* 57501, (605) 773-5037

Office of Export Promotion, Andrew Jackson
Building, #1021, Nashville, TENNESSEE 37219,
(615) 741-5870

Executive Director, Texas Industrial Commission,
P.O. Box 12728, Capitol Station, Austin, TEXAS*
78711, (512) 472-5059

Director, Industrial Development Division, Office
of Community & Economic Development,
165 S. West Temple, #200, Salt Lake City, UTAH
84101, (801) 533-5325 (no International Trade
Office — plans pending in State legislature)

Director, International Business & Industrial
Training, Economic Development Department,
Agency of Development & Community Affairs,
Pavilion Office Bldg., 109 State Street, Montpelier,
VERMONT 05602, (802) 828-3221

Director, International Trade & Development,
Division of Industrial Development, 1010 State
Office Bldg., Richmond, VIRGINIA* 23219,
(804) 786-3791

Manager, Trade Development, Department of
Commerce & Economic Development, 312 First
Avenue North, Seattle, WASHINGTON 98109,
(206) 464-7076

Director, Trade Administration, Dept. of
Commerce, Charleston, WEST VIRGINIA 25304,
(304) 343-6181

Secretary, Department of Business Development,
123 W. Washington Ave., #650, Madison,
WISCONSIN* 53702, (608) 266-3222

Chief, Industrial Division, Dept. of Economic
Planning & Development, Barrett Building,
Cheyenne, WYOMING 82002, (307) 777-7285

*Indicates State Department of Agriculture also
has major international trade responsibilities.

EXPORT DOCUMENTS KIT

Samples of A.I.D. Export Related Documents

This supplement contains sample pages for some of the various attachments to be found in the Documents Kit, a three-ring binder, containing some 548 pages.

Attachment

- 1 Mailing List Applications
- 2 AID Geographic Codes
- 3 AID Amended Regulation 1
- 4 AID-Financed Export Opportunities
- 5 AID Procurement Information Bulletin (Negotiated Procurement)
- 6 AID Procurement Information Bulletin (Notices of Award)
- 7 Importer Listings (Foreign) Currently Available by Country
- 8 Form AID 11
- 9 Invoice and Contract Abstract (Suppliers Certificate)
- 10 Invoice and Contract Abstract (Suppliers Certificate)
- 11 AID Marking Requirements
- 12 Supplier/Contractor/Information — Certification
- 13 Notice to Suppliers
- 14 Notice to Suppliers of Goods and Services

Agency for International Development



Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

MAILING LIST APPLICATION

(FORM A.I.D. 1420-8, July 1978)

The A.I.D. Small Business Office, in compliance with Section 602 of the Foreign Assistance Act of 1961, as amended, publishes information on procurement to be made by foreign importers and financed by the Agency for International Development. Subscribers to the Mailing Lists may receive, without charge, single copies of any of the following publications.

1. A.I.D.-FINANCED EXPORT OPPORTUNITIES (SBC's) containing procurement data concerning specific proposed purchases. Commodities are broken down into 22 groups, enabling firms to select the commodity group(s) of interest to them.
2. PROCUREMENT INFORMATION BULLETINS (PIB's) containing procurement information and notices of trade opportunities of a more general nature than those published in the SBC's. All recipients of the SBC's also automatically receive PIB's which concern the same commodity groups.
3. SMALL BUSINESS MEMOS (SBM's) containing trade, policy and procedural information of general value. Firms wishing to receive only these releases should circle Number 24 on page 3. All recipients of the SBC's also receive the SBM's automatically.
4. None of the publications of the Small Business Office contains information concerning A.I.D.-financed purchases made by General Services Administration, Federal Highway Administration, Department of Defense or Federal Aviation Administration. To be placed on the mailing lists of the foregoing Departments, address requests to:
 1. GSA-Business Service Center, General Services Administration, Region 3, Room 1050 - 7th and D Streets, S.W., Washington, D.C. 20407. Request a mailing list application specifying exactly what materials you wish to furnish.
 2. FHWA-Office of Contracts and Procurement, Federal Highway Administration, Department of Transportation, Room Number 4410, 400 7th Street, S.W., Washington, D.C. 20590. For those companies desiring to sell road construction machinery and related equipment and supplies, request a "Bidder's Mailing List," (Standard Form 129).

Issued by the Agency for International Development

A.I.D. Small Business Memo Trade Information for American Suppliers



SBM NO.

81-5

DATE

June 16, 1981

BY

Entire OSB List
Supersedes SBM 81-2

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

A.I.D. GEOGRAPHIC CODES

The eligible source/origins of A.I.D.-financed procurement are shown in the A.I.D.-Financed Export Opportunities Circulars and Procurement Information Bulletins by a three digit A.I.D. Geographic Code Number. Following are summaries of the most frequently used codes with listings of the countries included in each (see AID Regulation 1, section 201.11 for further details).

Suppliers should retain a copy of this Small Business Memo for future reference.

Code 000 United States

Code 899 FREE WORLD. 1 / Any area or country in the Free World, excluding the cooperating country itself.

Code 935 SPECIAL FREE WORLD. Any area or country in the Free World, 1 / including the cooperating country itself.

Code 941 SELECTED FREE WORLD. This code covers the United States (000) and all independent countries in the Free World 1 /, except for the cooperating country itself and the following:

Afghanistan	Germany, Fed. Rep.	Liechtenstein	Saudi Arabia
Algeria	Greece	Luxembourg	South Africa, Rep. of
Andorra	Hong Kong	Malta	South Yemen
Australia	Iceland	Monaco	Spain
Austria	Iran	Netherlands	Sweden
Belgium	Iraq	New Zealand	Switzerland
Canada	Ireland	Norway	United Arab Emirates
Cyprus	Italy	Portugal	United Kingdom
Denmark	Japan	Qatar	Vatican City
Finland	Kuwait	San Marino	Yugoslavia
France	Libya		

1 / "Free World" excludes communist countries or countries under communist domination, i.e., Union of Soviet Socialist Republic, Eastern Europe, Poland, Cambodia, Laos, Vietnam, North Korea, Mainland China, and other Chinese Communist-controlled areas, Outer Mongolia, and Cuba.

This Small Business Memo supersedes SBM No. 81-2 dated March 27, 1981.

Issued by the Agency for International Development

A.I.D. Small Business Memo Trade Information for American Suppliers



FORM NO. 81-6
DATE June 8, 1981
TOPIC Entire OSB List

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

AMENDED REGULATION 1

(RULES AND PROCEDURES APPLICABLE TO COMMODITY TRANSACTIONS)

AID amended Regulation 1, Rules and Procedures Applicable to Commodity Transactions, as published in the Federal Register on May 18, 1981, 46 FR 27104. Provisions concerning eligibility for AID financing of commodities and suppliers were amended, as were the provisions regarding formal competitive bidding and price rules. The following explains the changes in more detail.

1. There are several changes in the section identifying principal geographic codes which AID uses to specify authorized source countries.

a. Code 940, "The Americas," Code 910, "Selected Less Developed Countries," and Code 901, "Limited Free World" are deleted from the section since they are no longer used in AID-financed procurements.

b. Congo (Brazzaville) and Somalia are now eligible source countries under Code 941, "Selected Free World."

c. Afghanistan is ineligible under Code 941.

Issued by the Agency for International Development
AID-Financed Export Opportunities



SBC (or PI BULLETIN NO.)

81-63

DATE

July 15, 1981

ML

16,17,20,21,23

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

PLEASE READ ALL EXPLANATORY NOTES CAREFULLY

A.I.D. has a policy of obtaining maximum possible competition for projects that it finances. All qualified contractors are encouraged to participate. A.I.D. will not finance any procurement in which boycott or other restrictive trade practices are applied.

All the information available, except as otherwise noted, has been reproduced herein. Questions or requests for additional details should be directed to the buyers (NOT TO A.I.D.), citing all reference numbers given. When cable addresses are given, cable bids are acceptable, but should include bidder's full name and address, and be followed by a confirming letter.

A geographic code number indicates the permitted source origin of procurement for each

item. A listing of the countries included in each of the most frequently used geographic codes (000, 941, 935 and 899) was published in A.I.D. SBM Number 81-5 dated June 16, 1981 and Supplements. Suppliers who have not retained their copy of SBM 81-5 should request a copy by writing the Agency for International Development, Office of Business Relations/Small Business, Washington, D.C. 20523 or by telephoning (703) 235-9155.

WHERE CATALOG NUMBERS AND/OR BRAND NAMES ARE USED, SUPPLIERS MAY QUOTE COMPARABLE PRODUCTS.

WHEN FURNISHING PRO-FORMA INVOICES OR MAKING OFFERS OR BIDS TO IMPORTERS FOR ITEMS PUBLISHED HEREIN, SUPPLIERS ARE

DIRECTED TO INCLUDE THE U.S. DEPARTMENT OF COMMERCE SCHEDULE B NUMBER(S) FOR THE PRODUCTS OFFERED.

Communications to A.I.D. concerning this publication must refer to the SBC number (located upper left) and item number concerned. SUPPLIERS NOT FAMILIAR WITH GENERAL A.I.D. PROCUREMENT PROCEDURES SHOULD REQUEST AN EXPORT OPPORTUNITIES BROCHURE FROM THE AGENCY FOR INTERNATIONAL DEVELOPMENT, OFFICE OF BUSINESS RELATIONS/SMALL BUSINESS, WASHINGTON, D.C. 20523 TELEPHONE NUMBER: (703) 235-9155.

THAILAND

EQUIPMENT FOR REMOTE SENSING TRAINING CENTER

Country: Thailand
Authority: A.I.D. Grant 4980253
Source/Origin: 000 and Thailand
Bid Deadline: September 15, 1981

Buyer: Asian Institute of Technology (AIT), Bangkok, Thailand

AIT is establishing an Asian Regional Remote Sensing Training Center (ARRSTC) and to equipment this new center is requesting interested U.S. and Thailand firms to submit proposals for the following equipment (CIF Bangkok) with associated services, maintenance and initial training of key personnel of AIT where applicable.

Commodity: Computer Photographic image I/O system to include a film scanning and a film writing system.

Black and white graphic display stations to include display monitor, digital plotter, graphic tablet, hard copy unit and a printer/plotter.

Color graphic display stations to include color graphic display system, color monitor, black & white monitor, colorgraphic camera system, video projection system; and graphic copier.

Issued by the Agency for International Development
A.I.D. Procurement Information Bulletin



PI BULLETIN NO. 81-79
 DATE July 9, 1981
 ML R, 10, 13, 16, 23

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

PLEASE READ ALL EXPLANATORY NOTES CAREFULLY

A.I.D. has a policy of obtaining maximum possible competition for projects that it finances. All qualified contractors are encouraged to participate. A.I.D. will not finance any procurement in which boycott or other restrictive trade practices are applied.

All the information available, except as otherwise noted, has been reproduced herein. Questions or requests for additional details should be directed to the buyers (NOT TO A.I.D.), citing all reference numbers given. When cable addresses are given, cable bids are acceptable, but should include bidder's full name and address, and be followed by a confirming letter.

A geographic code number indicates the permitted source origin of procurement for each

item. A listing of the countries included in each of the most frequently used geographic codes (000, 941, 935 and 899) was published in A.I.D. SBM Number 81-5 dated June 16, 1981 and Supplements. Suppliers who have not retained their copy of SBM 81-5 should request a copy by writing the Agency for International Development, Office of Business Relations/Small Business, Washington, D.C. 20523 or by telephoning (703) 235-9155.

WHERE CATALOG NUMBERS AND/OR BRAND NAMES ARE USED, SUPPLIERS MAY QUOTE COMPARABLE PRODUCTS.

WHEN FURNISHING PRO-FORMA INVOICES OR MAKING OFFERS OR BIDS TO IMPORTERS FOR ITEMS PUBLISHED HEREIN, SUPPLIERS ARE

DIRECTED TO INCLUDE THE U.S. DEPARTMENT OF COMMERCE SCHEDULE B NUMBER(S) FOR THE PRODUCTS OFFERED.

Communications to A.I.D. concerning this publication must refer to the SBC number (located upper left) and item number concerned.

SUPPLIERS NOT FAMILIAR WITH GENERAL A.I.D. PROCUREMENT PROCEDURES SHOULD REQUEST AN EXPORT OPPORTUNITIES BROCHURE FROM THE AGENCY FOR INTERNATIONAL DEVELOPMENT, OFFICE OF BUSINESS RELATIONS/SMALL BUSINESS, WASHINGTON, D.C. 20523 TELEPHONE NUMBER: (703) 235-9155.

LIBERIA - Fertilizer ITEM 1

LIBERIA - Agriculture Equipment; Hand Tool ITEM 2

ITEMS 1 and 2

Country: Liberia
Authority: Loan 669-T-022
Source/Origin: Code 941 Equipment and Tools
Quotation Date: Code 000 Fertilizer
 August 3, 1981 - 12:00 Noon (Telexed quotations to Liberia Produce Marketing Corporation are acceptable. Telex Number: 4529)
Buyer: Liberian Produce Marketing Corporation (LMC)
 P.O. Box 662, Monrovia, Liberia
 Attention: Mr. M. Vecifus Sayeh, Procurement and Supplies Manager
Method of Procurement: Negotiated
Validity Date: Quotations to remain valid for 30 days.

ITEM 1 For additional information, see "Items 1 and 2" above

Issued by the Agency for International Development

A.I.D. Procurement Information Bulletin



PUBLICATION NO. 81-32
DATE June 2, 1981
D. 11-16-17-20-23

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

SBC 80-139, Item 3	ITEM 1
PIB 80-29	ITEM 2
SBC 80-107	ITEM 3
SBC 80-118, Item 1	ITEM 4

A.I.D.-FINANCED COMMODITY AWARDS

The Egyptian Government has recently informed A.I.D. that awards have been made for the Invitations cited below covering commodities procured under formal competitive bid procedures and financed under A.I.D. non-project loans.

Additional award announcements covering other transactions under non-project loans will be made as the information is received.

All of the information available to the Small Business Office is published below and all questions concerning these transactions should be directed to the purchaser, or to the Office of Commodity Management, Near East Division, Washington, D.C. 20532.

PLEASE NOTE THESE ARE NOTICES OF AWARDS FOR COMPLETED TRANSACTIONS.

ITEM 1

SBC 80-139

Country: EGYPT

Authority: LOAN 263-K-045

Solicitation Number: ESPF/10/81/ARE

Purchaser: General Organization for Industrialization

Issued by the Agency for International Development

A.I.D. Importer List



FORM 81-1
DATE October 15, 1981
PAGE 23

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9155

IMPORTER LISTINGS CURRENTLY AVAILABLE FOR
THE FOLLOWING COUNTRIES

Bangladesh Indonesia
Egypt Sudan
 Zimbabwe

If you wish to receive any of the above listings, please indicate which countries and complete the following information. Please return to the above address.

NAME OF FIRM _____
STREET ADDRESS _____
CITY _____ STATE _____ ZIP CODE _____
ATTENTION _____

AID 11 (2-80)

APPLICATION FOR APPROVAL OF COMMODITY ELIGIBILITY

Form Approved
OMB No. 24-RU055
Transaction No. (Assigned by AID)

TRANSACTION IDENTIFICATION

1. AID No.		2. Payment Terms		Name and Address of U.S. Bank		Other Payment Terms	
		Letter of Credit					
		No.	Date				
3. Import License No.		Date		4. Supplier's Relationship to Authorized Source Country			
				<input type="checkbox"/> Corporation or Partnership Organized under Source Country Laws <input type="checkbox"/> Individual Citizen or Resident of Source Country <input type="checkbox"/> Controlled Foreign Corporation <input type="checkbox"/> Other			
5. Supplier's Name and Address				6. Importer's Name and Address			
7. Contract Total Amount		Date		8. Shipping Plans as of Time of Application			
				a. Partial Shipment		b. Loading Port	c. Destination Port
				<input type="checkbox"/> No <input type="checkbox"/> Yes \$			d. Month(s) of Shipment

COMMODITY IDENTIFICATION

9. Schedule B 7-Digit Code(s)		10. Commodity Details		11. Unit and Unit Price, FAS/FOB Vessel (Named Port of Loading)			
(a)							
(b)							
(c)							
(d)							
(e)							
12. Commodity Condition:				<input type="checkbox"/> Unused		<input type="checkbox"/> Other	

13. Source			14. Components		
a. Authorized Area	b. Shipped From	c. Produced In	a. From Other than 13 a Source	b. If 14 a is "Yes," Country Imported From	c. Cost Per Unit of 14 b Components
			<input type="checkbox"/> Yes <input type="checkbox"/> No		

15. Information about Producers and Plants		
a. Name of Producer(s) and Location of Plants	b. Size Class of Producer(s)	c. Estimated Value Furnished from Each Plant
	Small Business <input type="checkbox"/> Not Small Business <input type="checkbox"/>	

(Suppliers Certificate for Project Commodities)

INVOICE AND CONTRACT ABSTRACT			Form Approved OMB No. 024-R0073	
1. COMMODITY SUPPLIER'S NAME AND ADDRESS		2. FOR AID USE		
4. IMPORTER'S NAME AND ADDRESS		3. AID IMPLEMENTATION NUMBER		
5. VESSEL		6. FLAG 7. PORT OF EXIT		
B. COMMODITY INFORMATION				
a. Description of Commodity and Schedule B No.		b. Gross Weight		c. Measurement
9. INVOICE INFORMATION		10. CONTRACT INFORMATION		11. SUPPLIER INFORMATION
a. Number		a. Date		a. Small Business
b. Date		b. Total Amount		b. Estimated Value (1% of Block 9c) Furnished From Small Businesses
c. Amount After Discount		c. Source (Country)		<input type="checkbox"/> Yes <input type="checkbox"/> No (Complete b) _____ %
<input type="checkbox"/> All Risk Rate _____ <input type="checkbox"/> War Risk Rate _____ <input type="checkbox"/> Other (Specify) _____ Rate _____		<input type="checkbox"/> Yes <input type="checkbox"/> No (Complete d) _____ % c. Minority Business		d. Estimated Value (1% of Block 9c) Furnished From Minority Businesses _____ %
12. INSURANCE INFORMATION		13. TRANSPORTATION INFORMATION		
a. Insured Value		a. Vessel Type		d. Freight Rate
b. Premium		<input type="checkbox"/> Bulk <input type="checkbox"/> Berth <input type="checkbox"/> Tnkr. <input type="checkbox"/> Air		Other Freight Charges
		b. B/L or Air Waybill Number		Total Freight Charges
		c. B/L or Air Waybill Date		
14. INFORMATION AS TO COMMISSIONS, CREDITS, ALLOWANCES, SIMILAR PAYMENTS, AND SIDE PAYMENTS				
a. Recipient's Name		b. Recipient's Address		c. Amt. Aid or To Be Paid

(Suppliers Certificate for Project Commodities)

INVOICE-AND-CONTRACT ABSTRACT			Form Approved OMB No. 0412-0020
1. COMMODITY SUPPLIER'S NAME AND ADDRESS		2. FOR AID USE	
4. IMPORTER'S NAME AND ADDRESS		3. AID IMPLEMENTATION NUMBER	
5. VESSEL		6. FLAG 7. PORT OF EXIT	
B. COMMODITY INFORMATION			
		a. Description of Commodity and Schedule B No.	b. Gross Weight
		c. Measurement	
9. INVOICE INFORMATION		10. CONTRACT INFORMATION	
a. Number	b. Date	a. Date	b. Total Amount
c. Amount After Discount	d. Source (Country)	11. SUPPLIER INFORMATION	
12. INSURANCE INFORMATION		13. TRANSPORTATION INFORMATION	
a. Insured Value	<input type="checkbox"/> All Risk Rate _____ <input type="checkbox"/> War Risk Rate _____ <input type="checkbox"/> Other (Specify): _____ Rate _____	a. Small Business <input type="checkbox"/> Yes <input type="checkbox"/> No (Complete b) b. Estimated Value (% of Block 9c) Furnished From Small Businesses _____ % c. Minority Business <input type="checkbox"/> Yes <input type="checkbox"/> No (complete d) d. Estimated Value (% of Block 9c) Furnished From Minority Businesses _____ %	a. Vessel Type <input type="checkbox"/> Bulk <input type="checkbox"/> Berth <input type="checkbox"/> Tank <input type="checkbox"/> Air b. B/L or Air Waybill Number c. B/L or Air Waybill Date d. Freight Rate Other Freight Charges Total Freight Charges
14. INFORMATION AS TO COMMISSIONS, CREDITS, ALLOWANCES, SIMILAR PAYMENTS AND SIDE PAYMENTS			
a. Recipient's Name		b. Recipient's Address	c. Amt. Paid or To Be Paid

Agency for International Development



DEVELOP BULLETIN NO. 1

DATE

MO.

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

THE AID EMBLEM

"See A.I.D. Regulation 1, Sec. 201.31(d)."



The AID emblem consists of two clasped hands across the center of a shield. Below the hands are the words - UNITED STATES OF AMERICA. The upper portion of the shield consists of four white stars on a blue background. The lower portion consists of seven red and six white alternating stripes.

Issued by the Agency for International Development

A.I.D. Small Business Memo Trade Information for American Suppliers



SBM NO.

81-4

DATE

April 21, 1981

RE

Supersede SBM No. 78-4
Entire OSB List

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

SUPPLIER/CONTRACTOR/INFORMATION

In order for the Agency for International Development to report to the Congress relative to Section 133 of the International Development and Food Assistance Act of 1977 and Section 602 of the International Security Assistance and Arms Export Control Act of 1976, the following forms were revised:

- Form AID 282 Supplier's Certificate and Agreement with A.I.D. (Invoice-and-Contract Abstract)
- Form AID 1450-4 Supplier's Certificate and Agreement with A.I.D. for Project Commodities (Invoice-and-Contract Abstract)
- Form AID 1440-3 Contractor's Certificate and Agreement with A.I.D. (Contractor's Invoice and Contract Abstract)

The revised forms call for the following additional information, only when the supplier is a U.S. firm.

(1) The supplier/contractor is is not a small business as defined in FPR subsection 11.701 (CFR Title 41). A small business supplier is an enterprise which (a) is independently owned and operated for profit, is not dominant in its field of operation, and with its affiliates, has no more than 500 employees (or the higher number of employees as designated for specific industry groups in FPR 1-1.701 (CFR Title 41), or (b) is certified as a small business by the Small Business Administration.

A contractor for professional/technical services qualifies as small business (a) when his annual receipts for the preceding three fiscal

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A.I.D. Small Business Memo Trade Information for American Suppliers



77-1

March 23, 1977

Entire OSB List

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

NOTICE TO SUPPLIERS
OF
A.I.D.-FINANCED GOODS AND SERVICES

Suppliers of goods and services are advised that the Agency for International Development has a policy of obtaining maximum possible competition for projects that it finances. All qualified contractors are encouraged to participate. A.I.D. will not finance any procurement in which boycott or other restrictive trade practices are applied.

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Issued by the Agency for International Development

A.I.D. Small Business Memo Trade Information for American Suppliers



OSB 502

80-1

DATE

February 29, 1980

TITLE

Entire OSB List

Office of Business Relations/Small Business Washington DC 20523 Area Code 703 235-9156

NOTICE TO SUPPLIERS

OF GOODS AND SERVICES

FINANCED UNDER A.I.D. NON-PROJECT LOANS TO EGYPT

U.S. suppliers offering goods and services to private sector importers for purchase under A.I.D. non-project financing normally make their offers by presenting a proforma invoice. Such a proforma should fully detail the items, the U.S. Department of Commerce Schedule B Codes, the quantities, the prices, the freight terms and any other terms and conditions which will apply if the importer accepts the offer. Suppliers are advised that any proforma issued, where the transaction is expected to be A.I.D. financed, should be clearly identified with the company name and the name of the responsible company official. When a U.S. supplier delegates authority to issue proforma on its behalf to an Egyptian representative or firm, the U.S. supplier should do so in writing. As financing requests by importers are processed in Egypt based on proformas issued in Egypt, the applicant will be required to provide both proof of delegated authority to issue each proforma and written or telexed confirmation from the U.S. supplier of the prices being quoted in the proforma.

Proforma invoices issued in the United States or Egypt quoting C&F or CIF terms must state that shipments will be made only on U.S. flag carriers. If proforma invoices quote FAS or FOB prices, it will be the responsibility of the Egyptian importer to obtain prior approval of the Government of Egypt as to the flag or carrier (U.S. or Non-U.S.). Financing requests by importers will not be processed