

## ADVOCACY QUESTIONNAIRE

### Contact Information

*Freedom of Information Act: Information submitted to the government may be subject to disclosure pursuant to the Freedom of Information Act. However, all confidential commercial information will be protected from disclosure to the extent permitted by law. You will be notified if any such information submitted by you is responsive to a Freedom of Information Act request.*

### Project

Name of Project: \_\_\_\_\_  
Location of Project: \_\_\_\_\_  
Country: \_\_\_\_\_

### Company Applying for Advocacy

Full Corporate Name: \_\_\_\_\_  
Headquarters Address: \_\_\_\_\_

### **Place of Domicile:**

Organization address: \_\_\_\_\_  
City: \_\_\_\_\_ Country: \_\_\_\_\_  
State / Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

### **Ownership:**

(Identify any parent companies and the percentage of ownership of each parent)

Annual Sales (\$): \_\_\_\_\_  
Number of Employees: \_\_\_\_\_ U.S. \_\_\_\_\_ Outside U.S. \_\_\_\_\_  
Website (URL): \_\_\_\_\_

### Contact Person

Contact First Name: \_\_\_\_\_ Contact Last Name: \_\_\_\_\_  
Contact Title: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-mail address: \_\_\_\_\_

### Certification

The undersigned, being so authorized, certifies on behalf of the Company that, to the best of his/her knowledge, the information provided herewith is complete and accurate, and the Company is in compliance with applicable U.S. law.

\_\_\_\_\_  
[Signature of Authorized Company Official]

\_\_\_\_\_  
[Signature of Authorized Official of Bidder of Record, if applicable]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Date]

**A. PROJECT/TRANSACTION** *Please respond in detail to each question below.*

1. Have you requested advocacy in the past? \_\_\_\_\_  
If yes, when did you apply? \_\_\_\_\_  
Were you approved or denied? \_\_\_\_\_

If approved, what type of advocacy assistance was provided?

What was the end result?

If you haven't requested advocacy before, how did you hear about us? *(Please check all applicable)*

Website

Seminar/Workshop

Referral

Trade Show/Event

Brochure

Other (Please Specify) :

2. What is the foreign government entity responsible for the official tender and decisions and final selections?

3. What, if any, other foreign government entities may directly or indirectly influence the procurement decision? (if known)

4. What is the current status or stage of the foreign government tender (including company interactions with the government decision-makers to date)?

Please provide the specific timeframes for when the procurement actions will take place and when decisions will be made (if known).

Interim decision date: \_\_\_\_\_

Final decision date: \_\_\_\_\_

5. Description of the foreign project/transaction.

Please provide a description of:

- a) The overall project:

- b) All project Goods/Services: *(Please be as detailed as possible)*

c) U.S. Goods/Services provided by your company:

d) U.S. Goods/Services provided by other companies:

List name and location of other companies:

Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____

e) Foreign Goods/Services provided by your company:

e) Foreign Goods/Services provided by other companies:

List name and location of other companies:

Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____
Name:	_____	Location:	_____

6. Will any items or technology to be exported in connection with this project/transaction require U.S. Government export licenses (e.g., a Department of State license or a Department of Commerce license)?

☐ Yes      ☐ No      *(Please check one)*

If yes, please provide license/application number(s) and/or status of application:

License/Application Number(s): \_\_\_\_\_  
Status of Application: \_\_\_\_\_

7. Total value of the project/transaction (i.e., the estimated contract value specified in U.S. dollars):

\_\_\_\_\_

Is the company's product sourced/produced entirely in the United States?

☐ Yes      ☐ No      *(Please check one)*

Please indicate below the best estimates or actual dollar values contributed to this tender. Identify separately value(s) to be provided by domestic and/or foreign partners in a consortium, if applicable:

a) U.S. Goods provided by your company	_____	
b) U.S. Services provided by your company	_____	
c) U.S. Goods provided by <i>other</i> companies	_____	
d) U.S. Services provided by <i>other</i> companies	_____	
e) Total U.S. Goods/Services (A+B+C+D)	_____	
f) Foreign Goods provided by your company	_____	
g) Foreign Services provided by your company	_____	
h) Foreign Goods provided by other companies	_____	
i) Foreign Services provided by other companies	_____	
j) Total Foreign Goods/Services (F+G+H+I)	_____	
k) Total Project Value (E+J)	_____	
l) Percent of U.S. goods and services content (E/K stated as a %)	_____	

## B. PARTNERSHIPS/CONSORTIUM AND FINANCING

1. How will the project be financed? \_\_\_\_\_  
By what institution? \_\_\_\_\_

Are you the "Bidder of Record"?

☐ Yes ☐ No (Please check one)

2. If not, please provide the name and nationality of the Bidder of Record.  
Name: \_\_\_\_\_ Nationality: \_\_\_\_\_

3. Are you bidding in a partnership or a consortium with other companies?

☐ Yes ☐ No (Please check one)

If yes:

a) Ownership/structure/control of consortium (provide percentages where applicable):

Ownership:	_____	%	_____
	_____	%	_____
	_____	%	_____
Structure:	_____	%	_____
	_____	%	_____
	_____	%	_____
Control:	_____	%	_____
	_____	%	_____
	_____	%	_____

b) Name, nationality, address, telephone number, contact name, email address and title of the company's partners and/or consortium members:

	Partner 1	Partner 2	Partner 3
<b>Name:</b>			
<b>Title:</b>			
<b>Nationality:</b>			
<b>Address:</b>			
<b>Telephone:</b>			
<b>Contact Name:</b>			
<b>E-mail Address:</b>			

c) Anticipated role of each partner and/or member of the consortium:

_____
_____
_____
_____

4. Has your company, partner(s), or any member of your consortium requested or received advocacy or any other assistance from a foreign government in connection with this project/transaction?

☐ Yes
 ☐ No
 (Please check one)

If yes, please explain:

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5. Has your company — or any member of your consortium — applied for financing/support from any public export finance institution (e.g. World Bank, EXIM, TDA, OPIC, foreign export financing agencies)?

☐ Yes ☐ No *(Please check one)*

If yes, provide status of application:

To which institutions have you applied?

If no (as of completion of Questionnaire), indicate whether you plan to seek such financing/support in future:

☐ Yes ☐ No *(Please check one)*

### C. REQUEST FOR ADVOCACY

*Please be as specific as possible*

1. Type of assistance requested:

2. Please provide the working level contact information of the foreign government entity/entities you would like USG advocacy for, if any: *(In order of advocacy priority)*



3. Reason for requested assistance:

4. Please highlight the competitiveness of your bid in terms of technology and price:

5. Is this request: *(Please check one)*

☐

In response to a government procurement?

☐

An unsolicited proposal?

6. Is this request for: *(Please check one)*

☐

Commercial advocacy?

☐

Defense advocacy?

If this is a defense advocacy request, please check one: *(Please check one)*

☐

Foreign Military Sale (FMS)

☐

Direct Commercial Sale (DCS)

State:		State:	
State:		State:	
State:		State:	
State:		State:	

## AGREEMENT CONCERNING BRIBERY AND CORPORATE POLICY PROHIBITING BRIBERY

### Agreement:

\_\_\_\_\_ (“the Company”) has requested commercial advocacy for its bid or proposal for  
\_\_\_\_\_ in \_\_\_\_\_.

In connection with this request, the Company agrees that it and its Affiliates:

- (1) have not and will not engage in the bribery of foreign public officials in connection with the above matter; and
- (2) maintain and enforce a policy that prohibits the bribery of foreign public officials.

The Company understands that failure to comply with this Agreement may result in the denial of commercial advocacy.

### Definitions:

For purposes of this Agreement:

The term “*Affiliate*” means (a) any company that holds, directly or indirectly, a majority of the voting stock of the Company; and (b) any other company the majority ownership of whose voting stock is held, directly or indirectly, by the Company or by a company described in (a).

The term “*bribery of foreign public officials*” has the meaning of the term “*bribery of foreign public officials*” in the Convention on Combating Bribery of Foreign Public Officials in International Business Transactions. In addition, for companies that are subject to the Foreign Corrupt Practices Act of 1977 (FCPA), as amended, the term “*bribery of foreign public officials*” refers to practices prohibited by the FCPA (see 15 U.S.C. §§ 78dd-1, 78dd-2, and 78dd-3).

\_\_\_\_\_  
[Name of the Company]

\_\_\_\_\_  
[Name of the Company]

\_\_\_\_\_  
[Signature of Authorized Company Official]

\_\_\_\_\_  
[Signature of authorized official of foreign bidder of record, if applicable]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Type/Print Name]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Title]

\_\_\_\_\_  
[Date]

\_\_\_\_\_  
[Date]