



### M TRYFACTA

**Tryfacta, Inc. Response to** Request for Proposal #: 710-25-004 Psychological Services for Conway Human Development Center (CHDC)

### Submitted To:

Arkansas Department of Human Services Office of Procurement Attention: Susie Taylor Address: 700 Main Street. Little Rock, AR 72201 Phone: 501-396-6045 Email Id: dhs.op.solicitations@dhs.arkansas.gov

### Proposal Opening Date: July 26, 2024, 01:00 PM., CT

Submitted By: Tryfacta, Inc. Address: 700 South Street, STE 100, Mountain Home, AR, 72653 Contact Person Name: Arman Dhar, Account Manager Phone: 925-640-3641 & 408-893-5500 Email Id: rfp@tryfacta.com

// TRYFACTA

















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The Contractor must be registered to do business in the State of Arkansas and in good standing by the initial start of any resulting contract. For verification purposes, Contractor must provide Certificate of Good Standing, Certificate of Authority, other required Arkansas Secretary of State documentation such as non-filing or nonqualifying statements, upon DHS request	
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**Response Packet** 

### **Bid Signature Page**

### **BID SIGNATURE PAGE**

Type or Print the following information.

	PROSPECTI	VE CONTI	RACTOR'S INFORMA	TION		121-12-5					
Company:	Tryfacta, Inc.										
Address:	700 South Street, STE 1	00									
City:	Mountain Home	1	State:	AR	Zip Code:	72653					
Business Designation:											
Minority and	Not Applicable	□ Americ	an Indian	Service D	isabled Vetera	n					
Women-Owned	□ African American □ Hispanic American □ Women-Owned										
Designation*:	Z Asian American										
and the second second	AR Certification #:		* See Minority a	nd Wome	n-Owned Busir	ness Policy					
	PROSPECTIVE CONTRACTOR CONTACT INFORMATION Provide contact information to be used for bid solicitation related matters.										
Contact Person:	Arman Dhar		Title:	Accoun	t Manager						
Phone:	925-640-3641		Alternate Phone:	408-893	3-5500						
Email:	rfp@tryfacta.com										
	CONFIR	RMATION	OF REDACTED COPY	1							
Note: If a redacte neither box pricing), wil	be released if requested. d copy of the submission docu is checked, a copy of the non- be released in response to an licitation for additional informat	redacted a	locuments, with the ex	ception of	financial data	other than					
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The signature belo	ized to bind the Prospective w signifies agreement that any ctive Contractor's bid to be ture:	exception	that conflicts with a Re d:	equiremer		licitation will					
Printed/Typed Na	me: Arman Dhar		Date:	07/11/	2024						
,,											

Bid Response Packet 710-25-004

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Tryfacta, Inc., JCC Certified Health Care Staffing Company Certified DBE, MBE, & SBE Organization. Address: 700 South Street, STE 100, Mountain Home, AR 72653 Phone: 925-640-3641 | Email: rfp@tryfacta.com // TRYFACTA

Sections 1 - 4 Vendor Agreement and Compliance

### SECTIONS 1 - 4 VENDOR AGREEMENT AND COMPLIANCE

- Any requested exceptions to items in this section which are <u>NON-mandatory</u> must be declared below or as an attachment to
  this page. Vendor must clearly explain the requested exception and should label the request to reference the specific
  solicitation item number to which the exception applies.
- Exceptions to Requirements shall cause the vendor's proposal to be disqualified.

By signature below, vendor agrees to and shall fully comply with all requirements as shown in the bid solicitation.

Vendor Name:	Tryfacta, Inc.	Date:	07/11/2024
Signature:	ArwaDran	Title:	Account Manager
Printed Name:	Arman Dhar		

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Tryfacta. Inc., JCC Certified Health Care Staffing Company Certified DBE, MBE, & SBE Organization. Address: 700 South Street, STE 100, Mountain Home, AR 72653 Phone: 925-640-3641 | Email: rfp@tryfacta.com



### **Proposed Subcontractors Form**

### PROPOSED SUBCONTRACTORS FORM

• **Do not** include additional information relating to subcontractors on this form or as an attachment to this form.

### PROSPECTIVE CONTRACTOR PROPOSES TO USE THE FOLLOWING SUBCONTRACTOR(S) TO PROVIDE SERVICES.

Type or Print the following information

Subcontractor's Company Name	Street Address	City, State, ZIP
1		

### PROSPECTIVE CONTRACTOR DOES NOT PROPOSE TO USE SUBCONTRACTORS TO PERFORM SERVICES.

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M TRYFACTA
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### EO 98-04 Disclosure Form (Attachment A)

Contract Number		-							
Attachment Number			CONTRACT AND GRANT	Disci	OCUPE				
Action Number ailure to complete all of the follow	wing inform	-	ay result in a delay in obtaining a co					s State Agency.	
UBCONTRACTOR: SUBCON	TRACTOR N								
Yes ØNo						IS THIS FOR			
AXPAYER ID NAME: 6117324	454						Services	? 🖌 Both? [	
OUR LAST NAME: Dhar			FIRST NAME AI	rman			M.I.	:L	
DDRESS: 700 South Street	t, STE 1	00		10 11					
:тү: Mountain Home			STATE:	AR	ZIP COD	E: 72653		COUNTRY:	JSA
	BTAIN	NG. E	XTENDING, AMENDING,	OR REM	EWING	A CONTRACT. LEA	SE. PURCHA	ASE AGREEM	ENT.
OR GRANT AWARD WI	THAN	YARK	ANSAS STATE AGENCY	THE F	OLLOW	NG INFORMATION	MUST BE DI	SCLOSED:	
						UALS*			
ndicate below if: you, your spous vlember, or State Employee;	se or the b	orother, s	sister, parent, or child of you or your	spouse is a	a current or	former: member of the Ger	neral Assembly, Co	onstitutional Officer.	State Board or Comn
and second REverse	Mark (V)		Name of Position of Job Held	For How Long?			What is the person(s) name and how are they related to you? [i.e., Jane Q. Public, spouse, John Q. Public, Jr., child, etc.]		
Position Held	Current	Former	[senator, representative, name of board/ commission, data entry, etc.]	From MM/YY	To MM/YY		Person's Name(s)		Relation
General Assembly									
Constitutional Officer									
State Board or Commission Member									
State Employee									
None of the above appli	ies								
			FOR AN EI	NTI	гу (	BUSINES	s)*		
indicate below if any of the follow	ing persor	ns. curre	ont or former, hold any position of co	ntrol or hole	d any owne	ship interest of 10% or great	ter in the entity: n	nember of the Gene	ral Assembly, Constit
Officer State Board or Commissi	on Membe	er. State	Employee, or the spouse, brother, s eans the power to direct the purchas	sister, parel	nt, or child o	of a member of the General	Assembly, Constitu	utional Officer, Stat	e Board or Commissio
memore, or state Employee. PO	1.000	ev o ne S	Name of Position of Job Held		w Long?	What is the person(s) n	ame and what is hi		ip interest and/or
Position Held	Mark (√)		senator, representative, name of	name of Erom				his/her position of control? Ownership P	
	Current	Former	board/commission, data entry, etc.]	MM/YY	To MM/YY	Person's	Name(s)	Interest (	and the second second second second
General Assembly									
Constitutional Officer									
State Board or Commission Member									
				1	1				

None of the above applies

DHS Revision 11/05/2014



Contract Number

Action Number

### Contract and Grant Disclosure and Certification Form

<u>Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to</u> that Order, shall be a material breach of the terms of this contract. Any contractor, whether an individual or entity, who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the agency.

As an additional condition of obtaining, extending, amending, or renewing a contract with a state agency I agree as follows:

- Prior to entering into any agreement with any subcontractor, prior or subsequent to the contract date, I will require the subcontractor to complete a CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM. Subcontractor shall mean any person or entity with whom I enter an agreement whereby I assign or otherwise delegate to the person or entity, for consideration, all, or any part, of the performance required of me under the terms of my contract with the state agency.
- 2. I will include the following language as a part of any agreement with a subcontractor:

Failure to make any disclosure required by Governor's Executive Order 98-04, or any violation of any rule, regulation, or policy adopted pursuant to that Order, shall be a material breach of the terms of this subcontract. The party who fails to make the required disclosure or who violates any rule, regulation, or policy shall be subject to all legal remedies available to the contractor.

 No later than ten (10) days after entering into any agreement with a subcontractor, whether prior or subsequent to the contract date, I will mail a copy of the CONTRACT AND GRANT DISCLOSURE AND CERTIFICATION FORM completed by the subcontractor and a statement containing the dollar amount of the subcontract to the state agency.

I certify under penalty of perjury, to the best of my knowledge and belief, all of the above information is true and correct and that I agree to the subcontractor disclosure conditions stated herein.									
Signature Aleran Dho	Title_	Account Manager	Date_07/11/2024						
Vendor Contact Person_Arman Dhar	Title_^	Account Manager	Phone No. (925) 640-3641						
Agency use only Agency Agency Number <sup>0710</sup> Name Department of Human Services	Agency Contact Person	Contact Phone No.	Contract or Grant No.						
	Contact Person	Phone No							

DHS Revision 11/05/2014



### **Insurance Requirements**

CERT	CERTIFICATE IS ISSUED AS A			OF INFORMATION ONLY AND				DATE (MM/DD/YY
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RODUCI		o the	Cen	CONT NAME		/• x Insurance Agen		
	CHEX INSURANCE AGENCY, INC			PHON	E 877-266		FAX (A/C, No):	585-389-7426
	SAWGRASS DRIVE			(A/C. E-MA)	No. Ext):	paychex.com	(A/C, No):	303-303-1420
	HESTER, NY 14620			ADDR	200:			-
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							PERSONAL & ADV INJURY	\$
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ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD

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### IFB Number #: 710-25-004 Psychological Services

ACORD	ERTI	FICATE OF LIA	BILITY INS		E	DATE (	MM/DD/YYYY)
THIS CERTIFICATE IS ISSUED AS A CERTIFICATE DOES NOT AFFIRMA BELOW. THIS CERTIFICATE OF IN REPRESENTATIVE OR PRODUCER,	MATTER TIVELY C ISURANC	OF INFORMATION ONL OR NEGATIVELY AMEND E DOES NOT CONSTITU CERTIFICATE HOLDER.	Y AND CONFERS N , EXTEND OR ALT TE A CONTRACT	NO RIGHTS ER THE CO BETWEEN 1	UPON THE CERTIFICA VERAGE AFFORDED THE ISSUING INSUREI	BY THE R(S), AU	POLICIES
IMPORTANT: If the certificate holde If SUBROGATION IS WAIVED, subjet this certificate does not confer rights	ct to the t	erms and conditions of t	he policy, certain p	olicies may			
PRODUCER			CONTACT	Jas Goswami			
Silicon Valley Risk and Insurance	e Servic	es, L.P.	DHONE	408-236-7412	EAY	. 71	4-573-1770
4 W 4th Ave. San Mateo, CA 94402			EMAI	jasg@svris.co			
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www.svirs.com	OH16080		INSURER A: Everest	National Insu	Irance Company		10120
INSURED			INSURER B : Great A	merican Insu	rance Company		16691
Tryfacta, Inc.			INSURER C : Lloyds	of London			085202
4637 Chabot Dr., Ste 100 Pleasanton CA 94588			INSURER D : Landma	ark American	Insurance Company		33138
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THIS IS TO CERTIFY THAT THE POLICIE INDICATED. NOTWITHSTANDING ANY I CERTIFICATE MAY BE ISSUED OR MAY EXCLUSIONS AND CONDITIONS OF SUC	PERTAIN	ENT, TERM OR CONDITION	OF ANY CONTRACT	OR OTHER	DOCUMENT WITH RESP D HEREIN IS SUBJECT	ECT TO I	WHICH THIS
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					MED EXP (Any one person)	\$ 10,00	00
	-				PERSONAL & ADV INJURY	\$1,000	0,000
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OWNED SCHEDULED					BODILY INJURY (Per acciden		
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ACORD 25 (2016/03)

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### **Minimum Qualifications**

The Contractor must be registered to do business in the State of Arkansas and in good standing by the initial start of any resulting contract. For verification purposes, Contractor must provide a Certificate of Good Standing, Certificate of Authority, other required Arkansas Secretary of State documentation such as non-filing or nonqualifying statements, upon DHS request.

Below we have shared our Arkansas Secretary of State.



https://www.sos.arkansas.gov/corps/search\_corps.php?DETAIL=566150&corp\_type\_id=&corp\_name=Tryfacta&agent\_search=&agent\_city=&agent\_st... 1/1

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Good Standing Certificate



### Arkansas Secretary of State John Thurston

State Capitol Building + Little Rock, Arkansas 72201-1094 + 501-682-3409

Certificate of Good Standing I. John Thurston, Secretary of State of the State of Arkansas, and as such, keeper of the records of domestic and foreign corporations, do hereby certify that the records of this office show

### TRYFACTA, INC.

formed under the laws of the state of Delaware, and authorized to transact business in the State of Arkansas as a Foreign For Profit Corporation, was granted a Application for Certificate of Authority by this office September 9, 2020.

Our records reflect that said entity, having complied with all statutory requirements in the State of Arkansas, is qualified to transact business in this State.



In Testimony Whereof, I have hereunto set my hand and affixed my official Seal. Done at my office in the City of Little Rock, this 9th day of June 2021.

In Thurston

John Thurston Online Certificate Authorization Code: 81086f79d515207 To verify the Authorization Code, visit sos.arkansas.gov

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For Psychological Examiner – psychological examiners license by the Arkansas State Board of Examiners.

For School Psychology Specialist – certification as a School Psychology Specialist by the Arkansas Department of Education.

For Psychologist – psychology license by the Arkansas State Board of Psychology.

Tryfacta, Inc. will submit all the licenses as mentioned above post-award with the candidate's resumes.

### M TRYFACTA

### **Copy of Vendor's Equal Opportunity Policy**

### M TRYFACTA

### Equal Employment Opportunity (EEO) Form

Tryfacta is an equal-opportunity employer and makes employment decisions based on merit. We want to have the best available person in every job. Tryfacta policy prohibits unlawful discrimination based on race, color, creed, gender, religion, marital status, registered domestic partner status, age, national origin or ancestry, physical or mental disability, medical condition including genetic characteristics, sexual orientation, or any other consideration made unlawful by federal, state, or local laws. It also prohibits unlawful discrimination based on the perception that anyone has any of those characteristics or is associated with a person who has or is perceived as having any of those characteristics. All such discrimination is unlawful. Tryfacta complies with all applicable laws, providing equal employment opportunities. This commitment applies to all persons involved in company operations and prohibits unlawful discrimination by any employee of Tryfacta, including supervisors and coworkers. To comply with applicable laws ensuring equal employment opportunities to qualified individuals with a disability, Tryfacta will make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or an employee unless undue hardship would result. Any applicant or employee who requires an accommodation to perform the job's essential functions should contact the Director of Human Resources with day-to-day personnel responsibilities and request such an accommodation. The individual with the disability should specify what accommodation they need to perform the job. Tryfacta then investigates and identifies the barriers that interfere with the equal opportunity of the applicant or employee to perform their job. The company will identify possible accommodations, if any, that will help eliminate the limitation. If the accommodation is reasonable and will not impose an undue hardship. Tryfacta will make the accommodation. If you believe you have been subjected to unlawful discrimination, don't hesitate to contact the Director of Human Resources to submit a written complaint. If the complaint implicates the Director of Human Resources, then please provide your complaint to the General Manager. Your complaint should be specific and should include the names of the individuals involved and the names of any witnesses. Tryfacta will immediately undertake a practical, thorough, and objective investigation and attempt to resolve the situation. If Tryfacta determines that unlawful discrimination has occurred, effective remedial action will be taken commensurate with the severity of the offense. Appropriate action will also be taken to deter any future discrimination, and you will be notified of the company's response to your complaint. Tryfacta will not retaliate against you for filing a complaint and will not knowingly permit retaliation by management, employees, or coworkers.

Tryfacta is committed to providing a work environment free of unlawful harassment. Tryfacta policy prohibits sexual harassment and harassment based on pregnancy, childbirth, or related medical conditions, race, religious creed, color, gender, national origin or ancestry, physical or mental disability, medical condition, marital status, registered domestic partner status, age, sexual orientation or any other basis protected by federal, state or local law or ordinance or regulation. All such harassment is unlawful. It also prohibits unlawful harassment based on the perception that anyone has any of those characteristics or is associated with a person who has or is perceived as having any of those characteristics. Tryfacta's anti-harassment policy applies to all persons involved in the company's operation. It prohibits unlawful harassment by any employee of Tryfacta, including supervisors and managers, vendors, customers, independent contractors, and any other persons.

- Prohibited unlawful harassment includes, but is not limited to, the following behavior:
- Verbal conduct such as epithets, derogatory jokes or comments, slurs or unwanted sexual advances, invitations or comments;
- Visual displays such as derogatory and/or sexually oriented posters, photography, cartoons, drawings or gestures;
- Physical conduct, including assault, unwanted touching, intentionally blocking normal movement, or interfering with work because of sex, race, or any other protected basis;
- 4637 Chabot Dr, Suite 100, Pleasanton, CA, 94588
- +1 (401) 419-9200
- +1 (401) 503-0934 (fax)
- M Info@tryfacta.com
- www.tryfacta.com

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 Threats and demands to submit to sexual requests as a condition of continued employment, or to avoid some other loss and offers of employment benefits in return for sexual favors, and retaliation for reporting or threatening to report harassment.

If you believe that you have been unlawfully harassed, immediately bring your complaint to the Director of Human Resources or the General Manager as soon as possible after the incident. You will be asked to provide details of the incident or incidents, names of individuals involved, and any witnesses. It would be best to write your complaint, but this is not mandatory. Supervisors will refer all harassment complaints to the Director of Human Resources or the General Manager as appropriate. Tryfacta will immediately undertake an effective, thorough, and objective investigation of the harassment allegations. If Tryfacta determines unlawful harassment has occurred, effective remedial action will be taken following the circumstances involved. Any employee determined by Tryfacta to be responsible for unlawful harassment will be subject to appropriate disciplinary action, including termination. A company representative will advise all parties concerned of the results of the investigation. Tryfacta will not retaliate against you for filing a complaint and will not tolerate or permit retaliation by management or employees.

Tryfacta encourages all employees to report any incidents of harassment forbidden by this policy immediately so that complaints can be quickly and fairly resolved. You also should be aware that the Federal Equal Employment Opportunity Commission and the Arkansas Department of Human Services investigate and prosecute complaints of prohibited harassmentin employment. If you think you have been harassed or retaliated against for resisting or complaining, you may file a complaint with the appropriate agency.

4637 Chabot Dr, Suite 100, Pleasanton, CA, 94588
 +1 (401) 419-9200
 +1 (401) 503-0934 (fax)
 Info@tryfacta.com
 www.tryfacta.com

Tryfacta, Inc., JCC Certified Health Care Staffing Company Certified DBE, MBE, & SBE Organization. Address: 700 South Street, STE 100, Mountain Home, AR 72653 Phone: 925-640-3641 | Email: rfp@tryfacta.com

IFB Number #: 710-25-004 Psychological Services



Signed Addenda, if applicable

No Addendum was received.

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// TRYFACTA

IFB Number #: 710-25-004 **Psychological Services** 

### JCC Certificate

### ERTIFICATE OF DISTINCTION has been awarded to

### Tryfacta, Inc.

Pleasanton, CA

for

Health Care Staffing by



### The Joint Commission based on a review of compliance with national standards.

### January 14, 2023

Certification is customarily valid for up to 24 months.

Englebright, PhD, RN, CENP, FAAN

Chair, Board of Commissioners

ID #658570 Print/Reprint Date: 01/23/2023

Jonathan B. Perlin, MD, PhD, MSHA, MACP, FACMI President and Chief Executive Officer

The Joint Commission is an independent, not-for-profit national body that oversees the safety and quality of health care and other services provided in certified organizations. Information about certified organizations may be provided directly to The Joint Commission at 1-800-994-6610. Information regarding certification and the certification performance of individual organizations can be obtained through The Joint Commission's web site at www.jointcommission.org.











This reproduction of the original certification certificate has been issued for use in regulatory/payer agency verification of certification by The Joint Commission. Plause consult Quality Check on The Joint Commission's website to confirm the organization's current certification status and for a listing of the organization's locations of care.

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### JCC Certified Healthcare Staffing Company



January 20, 2023

RATIKA TYAGI CEO Tryfacta, Inc. 4637 Chabot Drive, Suite 100 Pleasanton, CA 94588 Joint Commission ID #: 658570 Program: Health Care Staffing Services Certification Certification Activity: 60-day Evidence of Standards Compliance Certification Activity Completed Date : 1/14/2023.

Dear Mrs. TYAGI:

The Joint Commission is pleased to grant your organization a Passed Certification decision for all services reviewed under the applicable manual(s) noted below:

### Comprehensive Certification Manual for Health Care Staffing Services Certification

This certification cycle is effective beginning November 4, 2022 and is customarily valid for up to 24 months. Please note, The Joint Commission reserves the right to shorten the duration of the cycle.

Should you wish to promote your certification decision, please view the information listed under the 'Publicity Kit' link located on your secure extranet site, The Joint Commission Connect.

The Joint Commission will update your certification decision on Quality Check\*.

Congratulations on your achievement.

Sincerely,

Deborah akyan

Deborah A. Ryan, MS, RN Executive Vice President Division of Accreditation and Certification Operations

## **OFFICIAL BID PRICE SHEET**

# 710-25-004 Psychological Services/CHDC

contract established from this solicitation. Bidder must submit a printed copy of the completed official bid price sheet All costs must be included in the unit price. Costs not included in the unit price below are not billable under a with bid submission.

Quantities are estimated for bidding purposes only. Quantities may increase or decrease.

ANNUAL AMOUNT (Annual Hrs × Unit Price)	\$162,240.00	\$189,280.00	\$378,560.00
UNIT PRICE (Hourdy Rate) (Ar	\$78.00	\$91.00	\$182.00
ESTIMATED QUANTITY (Annual Hours)	2,080	2,080	2,080
DESCRIPTION	Psychological Examiner	School Psychology Specialist	Psychologist
ITEM	1	2	3

### **AUTHORIZED SIGNATURE:**

By my signature below, I certify that the I am authorized by the respondent to submit this bid on his/her behalf.

Vendor Name, Tryfacta, Inc. Signature: A Mount Nor Printed Namé: Arman Dhar

Title: Account Manager い Date: 1/22