

REQUEST FOR QUOTATIONS <i>(THIS IS NOT AN ORDER)</i>		The Notice of Small Business Purchase Set-Aside on the reverse of this form <input type="checkbox"/> is <input type="checkbox"/> is not applicable.			PAGE OF PAGES 1 1	
1. SOLICITATION NO.	2. DATE ISSUED 12.23.09	3. REQUEST/PURCHASE REQUEST NO. RQ.677683	4. COMMODITY GROUP AND CLASS 207-72-90	RATING		
5A. ISSUED BY Office of Contracting and Procurement 441 4 th Street NW., Suite 700 South Washington, DC 20001			6. DELIVER BY (Date) days from date of award			
5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls) Gail Smith (202) 724-4791 Fax (202) 727-8843			7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)			
8. TO: NAME A Prospective Offerors			9. DESTINATION (Consignee and address, including ZIP code)			
8a. Vendor Tax ID #						
9b. Duns Number						
10. PLEASE FURNISH QUOTATIONS TO ISSUING OFFICE BY 12:00 Noon on Monday December 28, 2009.		11. BUSINESS CLASSIFICATION (Check appropriate boxes) <input type="checkbox"/> SMALL <input type="checkbox"/> LOCAL <input type="checkbox"/> DISADVANTAGED <input type="checkbox"/> RESIDENT-OWNED				
IMPORTANT: This is a request for information, and quotations furnished are not offers. If you are unable to quote, please so indicate on this form and return it. This request does not commit the Government to pay any costs incurred in the preparation of the submission of this quotation or to contracts for supplies or services. Supplies are of domestic origin unless otherwise indicated by quoter. Any representations and/or certifications attached to this Request for Quotations must be completed by the quoter.						
12. SCHEDULE (Include applicable Federal, State and local taxes)						
ITEM NO. (a)	SUPPLIES/SERVICES (b)		QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)
01	The District of Columbia Department of Employment Services has a need for new printer cartridges. Please provide a firm fixed price quote for the toner cartridges on the attached list, sign the document and fax to: Gail Smith Office of Contracting and Procurement 441 4 th Street, N.W., Suite 700 South Washington, D.C. 20001 (ph) 202-724-4791 (fax) 202-727-8843		1	Job		
13. DISCOUNT FOR PROMPT PAYMENT		10 CALENDAR DAYS	20 CALENDAR DAYS	30 CALENDAR DAYS	CALENDAR DAYS	
		%	%	%	%	
14. NAME AND ADDRESS OF QUOTER (Street, city, county, State and ZIP Code) Government Tax ID number			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		16. DATE OF QUOTATION	
			17. NAME AND TITLE OF SIGNER (Type or print)		18. TELEPHONE NO. (Include area code)	

Item Nbr.	Mfr Cde	Manufacturer Part Number	D E S C R I P T I O N --- O F I T E M ---	--- Unit UOM --Price	-Qty Reqd	Ex'tndd --Price
1	BRT	TN350.....	CRTDG, TONER, HL2070N, B	Ea	36	:
2	BRT	TN460.....	CRTDG, TNR, HI YLD, F/HL	Ea	36	2
3	HEW	51645A.....	CRTDG, INK, DESIGNJT 70	Ea	36	1
4	HEW	C4195A.....	KIT, DRUM, CLR LJ4500/4	Ea	12	:
5	HEW	C4907AN.....	CRTDG, INK, OJ 940XL, CY	Ea	12	
6	HEW	C4908AN.....	CRTDG, INK, OJ 940XL, MA	Ea	12	
7	HEW	C6656AN.....	CRTDG, HP 56, DSKJT 555	Ea	36	
8	HEW	C8553A.....	CRTDG, CLR LJ 9500, MA.	Ea	12	
9	HEW	C8560A.....	DRUM, IMAGE, CLJ9500, BK	Ea	12	
10	HEW	C8561A.....	DRUM, IMAGE, CLJ9500, CY	Ea	12	
11	HEW	C8562A.....	DRUM, IMAGE, CLJ9500, YW	Ea	12	
12	HEW	C8727AN.....	CRTDG, HP27, DSKJT3425,	Ea	12	
13	HEW	C9352AN.....	CRTDG, INK, HP 22, TRI-C	Ea	12	
14	HEW	C9396AN.....	CRTDG, INK, HP88, HIGHYL	Ea	12	
15	HEW	CB321WN.....	CRTDG, INKJT, PGMNT, BLK	Ea	12	
16	HEW	CB323WN.....	CRTDG, INKJT, PGMNT, CYN	Ea	12	
17	HEW	CB335WN.....	CRTDG, DNJT, HP74, BK...	Ea	24	
18	HEW	CB337WN.....	CRTDG, DNJT, HP75, TRI-C	Ea	24	
19	HEW	Q2612A.....	CRTDG, LJ 1012, BK.....	Ea	12	
20	HEW	Q5952A.....	CRTDG, LSR, F/4700, YW..	Ea	12	
21	HEW	Q6470A.....	CRTDG, LSRJT3600, BK...	Ea	12	
22	HEW	Q7504A.....	KIT, TRANSFER, LASER, LJ	Ea	12	
23	HEW	Q7553A.....	CRTDG, LJ P2015 SRS, BK	Ea	12	
24	HEW	Q7581A.....	TONER, LASER, CLJ3800, C	Ea	12	
25	HEW	Q7582A.....	CRTDG, LSRJT, F/3800, YW	Ea	12	
26	HEW	Q7583A.....	CRTDG, LSRJT, F/3800, MA	Ea	12	
27	IVR	DR400.....	DRUM, BRT DR400.....	Ea	12	