

REQUEST FOR QUOTATIONS <i>(THIS IS NOT AN ORDER)</i>		TYPE OF MARKET X OPEN <input type="checkbox"/> SET-ASIDE <input type="checkbox"/> DCSS <input type="checkbox"/> GSA			PAGE OF PAGES 1   10	
1. REQUEST NO. DCBX-2008-Q-0012	2. DATE ISSUED 5/8/08	3. REQUEST/PURCHASE REQUEST NO. RQ393723	4. NIGP COMMODITY CODE	CAPTION		
5A. ISSUED BY D.C. Office of Contracting & Procurement 441 4 <sup>th</sup> Street, NW, Suite 700 South Washington, DC 20001			6. DELIVER BY <i>(Date)</i>			
5B. FOR INFORMATION CALL: <i>(Name and telephone no.) (No collect calls)</i> <b>Angela Turner 202-724-4052 p 2020-727-8843 f</b>			7. DELIVERY <input checked="" type="checkbox"/> FOB DESTINATION <input type="checkbox"/> OTHER <i>(See Schedule)</i>			
8. TO: NAME AND ADDRESS, INCLUDING ZIP CODE  <b>All Prospective Offerors</b>			9. DESTINATION <i>(Delivery Address)</i>  <b>DC Commission on the Arts and Humanities 1371 Harvard Street, NW Washington DC 20009</b>			
10. PLEASE FURNISH QUOTATIONS TO ISSUING OFFICE (See 5A and 5B above) ON OR BEFORE CLOSE OF BUSINESS <i>(Date and Time)</i> <b>May 16, 2008 2:00 p.m.</b>		11. BUSINESS CLASSIFICATION <i>(Check appropriate boxes)</i> <input type="checkbox"/> SMALL <input type="checkbox"/> LOCAL <input type="checkbox"/> RESIDENT OWNED <input type="checkbox"/> LONG TIME RESIDENT <input type="checkbox"/> ENTERPRISE ZONE				
<b>IMPORTANT:</b> 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 invoices. 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.						
<b>12. SCHEDULE (Include applicable Federal, State and local taxes)</b>						
ITEM NO. (a)	SUPPLIES/SERVICES (b)	QUANTITY (c)	UNIT (d)	UNIT PRICE (e)	AMOUNT (f)	
0001	The Office of Contracting & Procurement on ehaf of the D.C. Commission on the arts and Humanities would like to obtain the services of an experienced Arts Contractor to develop a long-range strategic action plan.  Strategic Action Plan in accordance with the Attached Statement of Work (Attachment C)  The Offeror shall submit it's proposal in accordance with the Attachment A-Proposal Instructions and Attachment B-Price Schedule.					
13. DISCOUNT FOR PROMPT PAYMENT		10 CALENDAR DAYS	20 CALENDAR DAYS	30 CALENDAR DAYS	CALENDAR DAYS	
		%	%	%	%	
14. NAME AND ADDRESS OF QUOTER <i>(Street, city, county, State and ZIP Code)</i>			14. SIGNATURE OF PERSON AUTHORIZED TO SIGN QUOTATION		16. DATE OF QUOTATION	
			17. NAME AND TITLE OF SIGNER <i>(Type or print)</i>		18. TELEPHONE NO. <i>(Include area code)</i>	

