

REQUEST FOR QUOTATIONS

(THIS IS NOT AN ORDER)

The Notice of Small Business Purchase Set-Aside on the reverse of this form

is is not applicable.

PAGE OF PAGES

1

3

1. REQUEST NO. RQ 653407	2. DATE ISSUED 11/13/09	3. REQUEST/PURCHASE REQUEST NO.	4. COMMODITY GROUP AND CLASS	RATING
-----------------------------	----------------------------	---------------------------------	------------------------------	--------

5A. ISSUED BY Office of Contracting & Procurement 441 4 th St. NW 700S Washington DC 20001	6. DELIVER BY (Date)
--	----------------------

5B. FOR INFORMATION CALL: (Name and telephone no.) (No collect calls) Antwanette Murphy, Contract Specialist Phone (202) 727-5829 Fax (202) 727-8843	7. DELIVERY FOB DESTINATION <input type="checkbox"/> OTHER (See Schedule)
---	--

8. TO: NAME AND ADDRESS, INCLUDING ZIP CODE ALL PROSPECTIVE BIDDERS	9. DESTINATION (Consignee and address, including ZIP code) Office of Cable Television Maliaka Scott 3007 Tilden Street NW POD-P Washington, DC 20009
8a. Vendor Tax ID # 8b. Dun and Bradstreet#	

10. PLEASE FURNISH QUOTATIONS TO ISSUING OFFICE ON OR BEFORE: November 18, 2009 by 10 AM	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)
1	64 minute DVCAM tape for field camera and control room and master control deck recording, linear and non-linear editing	1	Each	\$ _____	\$ _____
2	124 minute DVCAM tape for field camera and control room and master control deck recording, linear and non-linear editing	1	Each	\$ _____	\$ _____
3	184 minute DVCAM tape for field camera and control room and master control deck recording, linear and non-linear editing	1	Each	\$ _____	\$ _____
4	32 minute Digital Beta recording in control room and master control	1	Each	\$ _____	\$ _____
5	124 minute Digital Beta recording in control room and master control	1	Each	\$ _____	\$ _____
6	30 minute Beta SP recording for master control and duplication requests	1	Each	\$ _____	\$ _____
7	60 minute Beta SP recording for master control and duplication requests	1	Each	\$ _____	\$ _____
8	DVD-R disks for program duplication requests	1	Each	\$ _____	\$ _____
9	CD-R recording disks for graphic, computer and program files	1	Each	\$ _____	\$ _____

<p><i>Note:</i> Tapes (SEE ATTACHED Statement of Work (SOW))</p> <p><i>No Bid:</i> If your company is not interested in bidding on the RFQ, please fax the attached form back to my attention to (202) 727-8843.</p>				Total	\$ _____
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>) Government Tax ID number		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>)	

Tapes **Statement of Work**

The District's Office of Cable Television ("OCT") seeks a vendor to provide tape/recording equipment vital to the production of programs produced for TV-13 and 16 and DSTV. The various formats of tape are used for coverage of Mayoral events, Press Briefings, Council hearings, Studio projects, Forums, and Announcements, as well as internal and external duplication requests of various documented events and official proceedings.

Specifically, the following items are required to record, edit, and copy audio and video sources:

- 64, 124, and 184 minute DVCAM tape for field camera and control room and master control deck recording, linear and non-linear editing.
- 32 and 124 minute Digital Beta recording in control room and master control.
- 30 and 60 minute Beta SP recording for master control and duplication requests.
- DVD-R disks for program duplication requests.
- CD-R recording disks for graphic, computer and program files.

The recording materials will be used in conjunction with the following equipment:

- Sony DSR-570W Digital Camcorders
- Sony DSR-1800 DVCAM Videotape recorders
- Sony DSR-2000A DVCAM Videotape recorders
- Sony TTV-3452N Digital Beta Videotape recorders
- Sony DNW-A75 Beta SX Videotape recorder
- Sony BVW-70 Beta Videotape recorder
- Pioneer PRV-LX1 DVD recorder

The materials will be acquired immediately upon approval of this SOW and vendor selection. All materials purchased will be under the guidance of the OCT Director of Programming.