

GOVERNMENT OF THE DISTRICT OF COLUMBIA
Office of Contracting and Procurement



REQUEST FOR TASK ORDER/QUOTATION (RFTOQ)

TO: GSA FEDERAL SUPPLY SCHEDULE CONTRACTORS

Solicitation No.: DCFB-2009-T-2303

Caption: Chemical Bio Decontamination Redress Pak

Issuance Date: January 15, 2009

Due Date: January 23, 2009

The Government of the District of Columbia, Office of Contracting and Procurement (OCP), on behalf of the Fire and Emergency Medical Services -Facilities Management, is seeking a contractor to provide Chemical Bio Decontamination Redress Paks-with showers under your current GSA Federal Supply Schedule (FSS) contract awarded under Total Solutions for Law Enforcement, Security, Facilities Management, Fire, Rescue, Clothing, Marine Craft and Emergency/Disaster Response Contract -84. The successful contractor shall be expected to provide services under a firm fixed price and time and materials task order agreement.

The RFTOQ should be prepared according to the instructions listed below.

1. RFTOQ SUBMISSION REQUIREMENTS

The request for quotation shall consist of one (1) original and one (1) copy. Each quotation will be submitted in a sealed envelope conspicuously marked: "Request for Quotation in Response to Solicitation No. **DCFB-2009-T-2303, Chem Bio Decon Redress Pak-with Shower**". Pricing shall be firm fixed price and shall identify all costs, unless otherwise directed in writing, the price quotation shall, at a minimum include:

- i. Unit price for Chem Bio Decon Redress Pak with Shower
- ii. Identify the total price and include a summary of all items proposed.

Offerors shall also complete and return the Tax Certification Affidavit (Attachment B).

2. RFTOQ SUBMISSION DATE AND TIME:

RFTOQ must be submitted no later than 3:00 P.M, local time on January 23, 2009. RFTOQs, modifications to quotation, or requests for withdrawals that are received in the designated District office after the exact local time specified above, are "late" and will not be considered.

3. RFTOQ DELIVERY (Hand, Facsimile, and/or Electronic Mail)

Deliver or Mail to:

Office of Contracting and Procurement
Bid Counter Room, Suite 703 South
441 4th Street, NW
Washington, D. C. 20001
Attention: Antwanette Murphy

RFTOQ may be faxed to the attention of Antwanette Murphy at 202-727-0245 or Submitted electronically to antwanette.murphy@dc.gov.

4. TERM OF CONTRACT

The term of the contract shall be from the date of award through September 30, 2009.

The Contractor shall provide with their response, a copy of the current GSA Federal Supply Schedule that list the cost of the items proposed herein.

If you have any questions, please contact Mrs. Antwanette Murphy at (202) 724-5267.

5. Invoice Payment

The District will make payments to the contractor, upon the submission of proper invoices, at the prices stipulated in this contract, for supplies delivered and accepted or services performed and accepted, less any discounts, allowances or adjustments provided for in this contract.

The District will pay the Contractor on or before the 30th day after receiving a proper invoice from the Contractor.

6. Invoice Submittal

The Contractor will submit proper invoices on a monthly basis or as otherwise specified in Section G.4. Invoices will be prepared in duplicate and submitted to the agency Chief

Financial Officer (CFO) with concurrent copies to the Contracting Officer's Technical Representative (COTR). The address of the CFO is:

State Homeland Security Grant
300 Indiana Ave., NW Room:# 4106
Washington, DC 20001
Phone: (202)727-5298
Fax: (202)727-4845

Antwanette Murphy
Contract Specialist