

Revised Cover Sheet 08-18-2020

REQUEST FOR PROPOSAL (RFP)

August 18, 2020

RFP NUMBER: 1019-16-HC

RFP SUBJECT: HOBBY CLASSES

PASSWORD PROTECTED ELECTRONIC PROPOSALS TO BE ELECTRONICALLY SUBMITTED ONLY TO: jwise@fallschurchva.gov (James Wise- Purchasing Agent)
with copy to fsmith@fallschurchva.gov:

The phone number for the Purchasing Office is (703) 248-5007

ELECTRONIC PROPOSAL DUE DATE & TIME: OPEN THROUGH NOVEMBER 30, 2021 at 1:00 PM.

Proposals are to be presented for time and date validation **ONLY** to the City of Falls Church Purchasing Agent: jwise@fallschurchva.gov. with copy to fsmith@fallschurchva.gov.

All inquiries and questions should be made in writing and forwarded to Jim Wise, Purchasing Agent, via email to jwise@fallschurchva.gov with copy to fsmith@fallschurchva.gov. by no later than five (5) business days prior to November 30, 2021 @ 1:00 PM

THIS PAGE AND ALL REQUIRED FORMS MUST BE COMPLETED, SIGNED, AND RETURNED WITH PROPOSAL

In compliance with this Request For Proposal and to all the conditions imposed herein, the undersigned offers and agrees to furnish the services in accordance with the attached signed proposal.

Please type or legibly print all information.

LEGAL NAME & ADDRESS OF FIRM:

_____ By: _____
Company's Legal Name Authorized Representative - Signature in Ink

_____ Name: _____
Street Address (not PO Box)

_____ Title: _____

_____ Zip: _____ Date _____

Phone: _____ Email: _____

FAX: _____ VA SCC Business Registration # _____
See Section V "Proof of Authority to Transact Business In VA"

Does the proposal package contain priority/confidential information? No Yes
If Yes, is it appropriately redacted and submitted as a separate secure/password protected PDF version of the proposal package? No Yes

The City of Falls Church is committed to the letter and spirit of the Americans with Disabilities Act. To request a reasonable accommodation for any type of disability or that this document be made available in an alternate format, call 703 248-5007, (TTY 711). The City of Falls Church does not discriminate against faith-based organizations in accordance with the Code of Virginia, § 2.2-4343.1 or against any Bidder or Offeror because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.