PDF Long-Form RFQ Template



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RFQ TITLE	
RFQ NUMBER	
SUPPLIES / S	SERVICES AND PRICES
CENIEDAL DEG	CDIDTION
GENERAL DES	CRIFIION
DDICE CCHED	

LKICE 2CHEDOFE

ITEM NO.	DESCRIPTION	QUANTITY	UNIT	TOTAL PRICE

LABOR CATEGORY	HOURS	HOURLY RATE	TOTAL
TOTAL HOURS			

OPTION PERIOD

LABOR CATEGORY	HOURS	HOURLY RATE	TOTAL
TOTAL HOURS			

SUPPLIER REFERENCE

REFERENCE 1	REQUIRED RESPONSE
Customer Company Name	
Solution Delivered	
Completed On	
Project Duration	
Key Benefit Delivered	
Customer Contact Name	
Customer Contact Phone	
Customer Contact Email	
Customer Contact Location	

REFERENCE 2	REQUIRED RESPONSE
Customer Company Name	
Solution Delivered	
Completed On	
Project Duration	
Key Benefit Delivered	
Customer Contact Name	
Customer Contact Phone	
Customer Contact Email	
Customer Contact Location	

TRAVEL

TRAVEL		
IRAVEL		
NTE AMOUNT		
	GRAND TOTAL	
STATEMENT OF WORK		
PURPOSE		
BACKGROUND		
DACKOROUND		
SCOPE		

TASKS				
SPECIAL INSTRU	JCTIONS FOR AWARD			
PACKAGING A	AND MARKING			
INSPECTION AI	INSPECTION AND ACCEPTANCE			
DELIVERABL	ES AND PERFORMANCE			
PLACE OF PER	FORMANCE			
PERIOD OF PER	RFORMANCE			
	BEGINNING	END		

DELIVERABLES		
DELIVERABLE	SOW REFERENCE	DELIVERY DATE
PLACE(S) OF DELIVERY		
NOTICE REGARDING LA	TE DELIVERY	
CONTRACTING OFFICE	r on this order	
CONTRACTING ADMINISTRATIVE DATA		

SPECIAL CONTRACT REQUIREMENTS
GOVERNMENT FURNISHED EQUIPMENT
CLAUSES
LIST OF ATTACHMENTS
TECHNICAL AND PRICE SUBMISSION DETAILS
PRICING
DETERMINATION

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