



This is a request from the undersigned agency of the State of Oklahoma for a pricing quote for the project outlined below and pursuant to the statewide contract.

Project Scope Summary (a general narrative of the needs and scope of the project):

General Requirements (define the specific requirements to be met by this project)

Deliverables (define the products or work plan to be delivered):

Schedule of Deliverables (indicate sequence of deliverables):

Timeline (indicate anticipated completion timeline):

Costs (define how costs are to be provided, e.g., "turnkey" and/or "hourly by skill set" and/or deliverables and/or milestones):

The supplier's response shall include:

1. A written narrative addressing their understanding and approach to the Project Scope, Deliverables; Schedule; and Timeline.
2. A detailed list of costs which may be a total project cost or hourly costs by skill set required in the SOW, with a maximum annual or monthly spend contemplated.
3. If applicable, the skill sets and hours required of each to complete project.
4. If applicable, resumes from associates to be assigned to this project.

This quotation remains valid for 120 days from the date supplied below by the named supplier.

This RFQ is offered, and a quote is requested by:
(List name and address/email of requesting agency.)

This RFQ is sent to:
(Supplier name and address/email.)

Name: _____

Name: _____

Date: _____

Date: _____