

REQUEST FOR PROPOSAL COVER SHEET

COORDINATOR OF MEDIATION SERVICES ~ RFP # 111:18-0005

Issue Date: April 2, 2018
Title: Coordinator of Mediation Services for Virginia's courts
Commodity Code: Crime Prevention and Law Enforcement 904-11
Issuing Agency: Supreme Court of Virginia
Office of the Executive Secretary
100 North Ninth Street - Third Floor
Richmond, Virginia 23219

Using Agency And/Or Location
Where Work Will Be Performed: Local Court Systems
Period of Contract: July 1, 2018 through June 30, 2019

Sealed Proposals Will Be
Received Until: 4:30 p.m., Friday, April 27, 2018

Inquiries for information should be directed to Sally Campbell at 804-786-6455. Mailed proposals should be sent directly to the issuing agency shown above. Hand delivered proposals should be delivered to the agency shown above.

Clearly note RFP#111:18-0005 on the envelope. Proposals submitted by fax or email will not be considered.

In compliance with this Request for Proposals and all the conditions imposed herein, the undersigned offers and agrees to furnish the goods/services in accordance with the attached signed proposal or as mutually agreed upon by subsequent negotiation.

Note: This public body does not discriminate against faith-based organizations in accordance with the *Code of Virginia*, §2.2-4343.1 or against a bidder because of race, religion, color, sex, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

Type or print the following

Name and Address of Firm:

Date: _____
Representative: _____
Title: _____
Tax ID # (FIN/SSN) _____ By: _____
Telephone: _____ Fax: _____
(Offeror's signature in ink)

SCC ID # (If Applicable - See Section VI.W.): _____

Email Address: _____