

**REQUEST FOR PROPOSALS
Insurance Broker Services-Policy Procurement
Solicitation#CBS-CM-01-2024
QUESTIONS & EXPLANATION**

QUESTIONS & EXPLANATION To CBS-CM-01-2024
(January 2, 2024)

A.12

AWARD/CONTRACT				1. Reserved for later use		Page of Pages	
2. Contract Number CBS-DM-01.2024		3. Effective Date		4. Requisition/Purchase Request/Project No.			
5. Issued By: Code				6. Administered by (If other than line 5)			
Captive Insurance Agency 441 4th Street, NW, Suite 800S Washington, DC 20001				8. Delivery FOB Destination Other			
				9. Discount for prompt payment:			
				10. Submit invoices to the Address shown in Section 7 (2 copies unless otherwise specified)			
7. Name and Address of Contractor (No. street, city, county, state and Zip Code)				11. Ship to/Mark For Code			
Duns No.		TIN		12. Payment will be made by		Code	
13. Remit Address: Same as 7				14. Accounting and Appropriation Data ENCUMBRANCE CODE:			
15A. Item	15B. Supplies/Services			15C. Qty.	15D. Unit	15E. Unit Price	15F. Amount
001	Broker Services			1	Policy	SEE PRICE	
002	Captive Management and Consultation Services			1	Hourly	SECTION B	
003	Cost Reimbursement			1			
Total Estimated Price							
16. Table of Contents							
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PART I – THE SCHEDULE				PART II – CONTRACT CLAUSES			
X	A	Award/Contract Form	1		I	Contract Clauses	43
X	B	Services and Prices	3	PART III – LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS			
X	C	Description/Specifications/Work Statement	11		J	List of Attachments	94
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Contracting Officer will complete Item 17 or 18 as applicable							

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<input type="checkbox"/> 17. CONTRACTOR'S NEGOTIATED AGREEMENT (Contractor is required to sign this document and return (1) copy to issuing office.) Contractor agrees to furnish and deliver all items, perform all the services set forth or otherwise identified above and on any continuation sheets, for the consideration stated herein. The rights and obligations of the parties to this Agreement shall be subject to and governed by the following documents: (a) this award/contract, (b) the solicitation, as amended, and (c) such provisions, representations, certifications, and specifications, as are attached or incorporated by reference herein. (Attachments are listed herein.)		<input checked="" type="checkbox"/> 18. AWARD (Contractor is not required to sign this document.) Your offer on Solicitation Number <u>including the additions or changes</u> made by which additions or changes are set forth in full above, is hereby accepted as to the items listed in B.3 and on any continuation sheets. This award consummates the contract which consists of the following documents: (a) this award/contract, and (b) your offer. No further contractual document is necessary.	
19A. Name and Title of Signer (Type or print)		20A. Name of Contracting Officer	
19B.	19C. Date Signed	20B. District of Columbia	20C. Date Signed
(Signature of person authorized to sign)		(Signature of Contracting Officer)	