

The George C. Marshall Center, Garmisch-Partenkirchen, Germany has a requirement for specified video footage and audio tracks services for use and support in the audiovisual (video productions) section for the Visual Information Branch (VIB). Support includes but not limited to the shooting of DV HD video footage, on location at the George C. Marshall Center (GCMC) and offsite, capturing of audio tracks from speakers and ambient sources, and providing voiceover narration in several languages (English, German and Russian) and revisions to voiceover narration as necessary. Services also include but not limited to the following: other video footage, travel (field trips/in-country), outreach events and revisions to voice over tracks in several languages (English, German and Russian) may be required.

This requirement is being procured using best value tradeoff procedures considering Corporate Experience, Corporate Past Performance and Price. Transportation to and from Garmisch-Partenkirchen, Germany shall be the responsibility of the contractor. Contractor shall have or must be able to obtain a valid German Work Permit/Working Visa – not Schengen (if applicable). The Government anticipates extending one offer as a result of this Request for Quote for a Firm Fixed Price (FFP) contract not to exceed 120 days after the award of the contract with the option to purchase other video footage services and material and the option to procure voiceover track revision services for Marshall Center as outlined in the performance work statement.

All prospective contractors must be registered in Dun and Bradstreet (D&B) and the Central Contractor Registration (CCR) database prior to award of a contract. Foreign companies or individuals must first obtain a North Atlantic Treaty Organization (NATO) CAGE (NCAGE) code at <http://www.ccr.gov/International.aspx>. Additionally, contractors currently registered in CCR must update their registration annually. To register or update your company's D&B and CCR record, go to: <http://www.ccr.gov/>.

The solicitation (RFQ) will be released on or about 16 May 2008 with an anticipated closing date of 30 May 2008. A copy of the solicitation will be available on FedBizOpps (<http://www.fedbizopps.gov>) and under Contractor Information - George C. Marshall Center (<http://www.marshallcenter.org>). Questions relating to the solicitation should be submitted via e-mail request to Melanie Hubbard at hubbardm@marshallcenter.org.