

Quote Request

TRANSCRIPTION SERVICES FOR CHOICE NEIGHBORHOOD MEETINGS

Quotes due February 26, 2015 @ 1:00 p.m.

Fax to Debbie Norkevicius at (412) 456-5007

Scope of Work

The scope of services is specifically described below:

Description of Services:

- Transcription Services for a Choice Neighborhoods Community Meeting.
- Date/Time: March 5, 2015. 6:00 PM – 8:30 PM.
- Location: Large Meeting Room (1st Floor) at Kingsley Center, 6435 Frankstown Avenue,, Pittsburgh, PA 15206.

***Please contact Debbie Norkevicius at (412)456-5000 ext 8505 or at
Debbie.Norkevicius@HACP.org with any questions about the above scope.***

Price Per Page: \$_____

Price Per Hour: \$_____

Contract award will be based on lowest per hour amount

(Please print clearly)

Company Name: _____

Signature: _____

Print Name: _____
(of person signing)

Address: _____
(of company)

Phone Number:_____ **Fax:**_____

Email: _____