

**Request for Resume (RFR)
CATS II Master Contract**

All Master Contract Provisions Apply

| Section 1 – General Information | | | |
|---|--|-----------------------------------|--|
| RFR Number: (Reference BPO Number) | | | |
| Functional Area (Enter One Only) | | | |
| Position Title/s or Service Type/s (Short term staff or PMP) | | | |
| 1. | | | |
| 2. | | | |
| 3. | | | |
| 4. | | | |
| 5. (delete rows as needed) | | | |
| Anticipated start date | | | |
| Duration of assignment | | | |
| Designated Small Business Reserve?(SBR): (Enter "Yes" or "No") | | | |
| MBE goal, if applicable | | % | |
| Issue Date: mm/dd/yyyy | | Due Date: mm/dd/yyyy | |
| | | Time (EST): 00:00 am/pm | |
| Place of Performance: | | | |
| Special Instructions: (e.g. interview information, attachments, etc.) | | | |
| Security Requirements (if applicable): | | | |
| Invoicing Instructions: | | | |
| Section 2 – Agency Point of Contact (POC) Information | | | |
| Agency / Division Name: | | | |
| Agency POC Name: | | Agency POC Phone Number: | |
| Agency POC Email | | Agency POC | |