

**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	