



Order No : PO442264 -Audio Production Program in Teen Space

Issued on Thu, 04 Oct, 2012

Supplier:

WORDS BEATS AND LIFE, INC.
 1525 NEWTON STREET NW
 WASHINGTON, DC 20010
 United States
 Phone: 1202.667.1192
 Fax: 1
 Contact: MAZI MUTAFA

Ship To:

MLK Library - Director's Office
 901 G Street, NW; Room 400
 Washington, DC 20001
 United States

Bill To:

DC Public Library - Chief Financial Officer
 901 G Street NW Room 441
 Washington, DC 20001
 United States
 Phone: 1(202) 727-1198

Deliver To:

Rebecca Renard

| Item | Description | Part Number | Unit | Qty | Need By | Unit Price | Extended Amount |
|------|--|-------------|------|--------|-------------------|------------|-----------------|
| 1 | To continue DCPL's teen media literacy and ... | | each | 14,000 | Fri, 05 Oct, 2012 | \$1.00USD | \$14,000.00USD |

To continue DCPL's teen media literacy and career readiness plan--specifically the audio production portion--local hip-hop education non-profit, "Words, Beats, and Life" is needed to lead weekly audio production, hip-hop lyric writing, and music career workshops in Teen Space from October-June; then bi-weekly sessions from June-August. The complete scope of work is attached.

If used in conjunction with a contract award, purchase order is placed in accordance with all provisions of Contract Number: na
 Bill To Contact: Accounts Payable
 Requester: Rebecca Renard
 Form:
 Delivery Date: Fri, 5 Oct, 2012

PR No.: RQ786189

Total \$14,000.00USD

Comments

- SUBMITTED by **Rebecca Renard** on *Wednesday, September 26, 2012 at 11:04 AM* with comment (1 document attached)
Please see attached scope of work/quote. (Rebecca Renard, Wed, 26 Sep, 2012)
- COMMENT by **aribasystem** on *Thursday, October 4, 2012 at 9:49 AM*
****GOVERNMENT OF THE DISTRICT OF COLUMBIA STANDARD CONTRACT PROVISIONS FOR USE WITH THE DISTRICT OF COLUMBIA GOVERNMENT SUPPLY AND SERVICES CONTRACTS (July 2010) ARE HEREBY INCORPORATED BY REFERENCE. WWW.OCP.DC.GOV***** (aribasystem, Thu, 04 Oct, 2012)
- COMMENT by **aribasystem** on *Thursday, October 4, 2012 at 9:49 AM*
FOB is Destination unless specified otherwise (aribasystem, Thu, 04 Oct, 2012)
- COMMENT by **aribasystem** on *Thursday, October 4, 2012 at 9:49 AM*
ALL INVOICES SHALL BE SUBMITTED TO THE 'BILL TO' ADDRESS INDICATED ON THIS PURCHASE ORDER. INVOICES SHALL INCLUDE THE PURCHASE ORDER NUMBER, CONTRACT NUMBER (IF APPLICABLE), CONTRACTOR'S NAME AND ADDRESS, INVOICE DATE, QUANTITY AND DESCRIPTION OF GOOD(S) OR SERVICE(S) FOR WHICH PAYMENT IS BEING REQUESTED, REMITTANCE ADDRESS, AND CONTACT PERSON NAME AND PHONE NUMBER IF THERE IS A PROBLEM WITH THE INVOICE. INVOICES FOR QUANTITIES OR AMOUNTS GREATER THAN WHAT IS STATED ON THE PURCHASE ORDER WILL BE REJECTED. FAILURE TO FOLLOW THESE INSTRUCTIONS MAY RESULT IN DELAYS IN PAYMENT. (aribasystem, Thu, 04 Oct, 2012)