



Department of Purchasing & Contracting
1300 Commerce Drive, 2nd Floor
Decatur, Georgia 30030
Fax: (404) 371-7006

August 19, 2020

Request for Information No. 20-200010

- I. Request for Information:** DeKalb County is seeking information from qualified burial services providers for the County's indigent burial services program. The County is seeking information on a cost per basis. The figures provided should include all sums necessary for a dignified service on site including but not limited to plots, vaults, lowering services, opening and closing graves, and perpetual care.

Note: Please note that vendor(s) may be required to provide burial plots and continuous care.

II. Vendor Background and Qualifications

- A. Experience with providing type services.
- B. Other similar ventures with which the vendor is a party.
- C. Principal background and experience.
- D. Any other terms and conditions deemed essential to the relationship

III. Attachments:

- A. Information Form
- B. Responder's Affidavit

IV. Due Date: September 1, 2020 at 5:00 pm

Thank you for your interest in doing business with DeKalb County Government.

This is for information only. No award will be made from responses to this Request for Information.

Please email responses to Jervai McConico at jmconico@dekalbcountyga.gov.

RFI #-#####

Attachment A
INFORMATION FORM

TO: DeKalb County, Georgia

- I. The undersigned, as Responder, declares that he/she has carefully examined RFI 20-200010, Indigent Burial Services, the Scope of Work therein contained, and that he/she proposes the following suitable location(s) for the Indigent Burial Services. Additional pages may be attached if necessary.

Response:

Are you a DeKalb County Firm? YES _____ NO _____

Signed, sealed, and dated this _____ day of _____, 20____.

Responder

By: _____

Name (Typed or Printed)

Title

Responder's Mailing Address

Phone Number

Fax Number

E-Mail Address

Attachment B

Owner Affidavit
(To be printed on Owner's letterhead)

TO: DeKalb County, Georgia

I, _____, hereby offer the below stated info/text. I agree to publicly display the monument in a respectful manner in accordance with Georgia State law and the requirements of RFI 20-200010. Additionally, I agree to provide maintenance of both the property and monument in perpetuity.

Proposed Information/Response:

Owner (Organization/Firm/Individual)

Owner/Owner Representative Signature

Name (Typed or Printed)

Title

Owner's Mailing Address

Phone Number

E-Mail Address

Signed, sealed and delivered in the presence of:

Notary Public (Seal)

My Commission Expires: _____