Department of Energy
Washington, DC 20585

November 25, 2008

To All Prospective Offerors:

DOE is seeking Expressions of Interest through this Request for Information (RFI) related to the digitization of DOE's Legislative History material. THIS IS AN EXPRESSION OF INTEREST NO PROPOSALS ARE ALLOWED.

Submission of a response to this request is not a pre-requisite for an interested party to participate in a follow-on solicitation should DOE, in its sole discretion, elect to issue such solicitation.

The U.S. Department of Energy, Office of General Counsel, is seeking Expressions of Interest (EOI) from qualified sources (including U.S. commercial, not-for-profit, or joint ventures), than can provide digitization services in support of its large scale legacy digitization initiative. This initiative encompasses digitizing the Office of General Counsel's sizeable collection of approximately 800,000 pages of legislative history. The work scope will include a formal non-monetary collaboration which will provide mutually beneficial results to both parties. The work will be performed offsite and the documents must be transported from DOE Headquarters in Washington, DC to the contractor's site. Upon completion of the project, the legislative history material shall be returned to DOE's Document Center.

Should DOE, in its sole discretion, elect to issue a solicitation, DOE intends to require qualified interested parties to demonstrate that they have or would be able to obtain all required personnel and equipment to accomplish the Performance Work Statement.

DOE reserves the right to use any and all information submitted by, or obtained from, an interested party in any manner DOE determines is appropriate, including but not limited to, the creation of a competitive solicitation. An interested party should avoid including any business confidential, and/or proprietary information in its Expression of Interest. However, if an interested party must submit such information, the information must be clearly marked accordingly, and the interested party must provide sufficient justification as to why such information as to why such information is business confidential and/or proprietary. DOE will review said information and safeguard it appropriately.

Interested parties are requested to submit (1) an expression of interest, and (2) statement of capabilities. Please respond to this RFI by 4:00 PM EST on December 26, 2008

through the DOE IIPS system. The "Industry Interactive Procurement Systems" (IIPS) at the following Internet address http://doe-iips.pr.doe.gov/. Vendors must register via the IIPS web site prior to responding to this market survey. Instructions on how to submit your response can be found in the document, which is located at http://doe-iips.pr.doe.gov/. For technical assistance firms should call 1-800 683-0751 or email the IIPS administrator at iips@pr.doe.gov

DOE may ask interested parties to clarify information provided or submit additional information.

Sincerely,

Albert A. Manley

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Contracting Officer