



GOVERNMENT OF PUERTO RICO
DEPARTMENT OF ECONOMIC DEVELOPMENT AND COMMERCE

Request for Quotation: Grant Management Services under The American Rescue Plan Act (ARPA) program of 2021

As part of our ongoing initiative to enhance efficiency and transparency in the administration of funds allocated by The American Rescue Plan Act (ARPA), we are soliciting quotations from grant management service providers in relation to the Film Industry Development Program.

The objective is to obtain a detailed quote of the services you offer, including but not limited to:

- Tracking and evaluating ARPA funds.
- Advisory and compliance with the regulations under ARPA funds.
- Advisory and training in the handling of ARPA funds.
- Coordination and collaboration with other entities and stakeholders.
- Advisory in the administration and implementation of ARPA funds.
- Technical Support in developing internal best practices norms and regulations for program governance.
- Legal Compliance Support with all related work streams.
- Operational support.

Please include in your quote a detailed breakdown of costs and working methodology. We are also interested in knowing any previous relevant experience that your organization has in the management of federal grants, especially if they are related to ARPA funds or similar programs.

The deadline for quotation submissions is Friday, August 16, and quotes must be sent via email to Cinearpa@ddec.pr.gov before 10:00 AM on that day.

Thank you for your time and consideration. We look forward to receiving your response to our quotation request.

Best regards,

José Sánchez Acosta
Director
Puerto Rico Films Commission