



State of Hawai'i

560 North Nimitz Highway
Honolulu, Hawai'i 96817

February 13, 2018

Request for Quotes ("RFQ") No. HI 2018-17 Cover Art and Glyph Artwork for the OHA's Native Hawaiian Women's Health Report

To All Interested Parties:

Notice is hereby given that the Office of Hawaiian Affairs (hereinafter "OHA") will be accepting quotes from interested Offerors that can provide original unused cover art and internal glyph. The glyph artwork shall represent symbolic representations of Haumea and the corresponding list of chapters for an upcoming OHA's women's health report.

The OHA shall provide to the successful Offeror a draft of the women's health report. The final artwork shall be submitted by March 30, 2018 and shall be used in the publication of the women's health report with an estimated launch date of May 4, 2018.

The quote shall include all costs associated with providing the services above including, but not limited to, all travel costs, incidentals and general excise tax.

Quotes are due to the OHA by Thursday, February 22, 2018, Noon Hawaii Standard Time. Interested Offerors may submit their quote by email to charmainem@oha.org, hand deliver or mail via by the United States Postal Service to the OHA at:

Office of Hawaiian Affairs
560 North Nimitz Highway, Suite 200
Reception Desk/Procurement Unit
Honolulu, Hawai'i 96817
Attn: Ms. Charmaine Matsuura, RFQ Coordinator

All offers must be time stamped by the deadline above. The selection shall be contingent on the lowest most responsible and responsive quote for the OHA. The OHA reserves the right to reject any or all quotes and to accept the quotes in whole or part in the best interest of the OHA.

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I. BACKGROUND

On June 2, 2017 OHA released the first of the three-part series dedicated to kāne and Native Hawaiian males, *Kānehō‘ālanī: Transforming the Health of Native Hawaiian Men*, a report on the well-being of Hawaiian kāne which can be viewed online: www.oha.org/kanehealth.

The second of the three-part series will focus on the health and well-being of Native Hawaiian females. It is estimated to be 100 pages of rich cultural information and contemporary data that leads to a call for action and policy recommendations to improve the conditions of wāhine in the following chapters: motherhood, emotional and mental well-being, physical health, economic self-sufficiency, partner violence and incarceration, and leadership and civic engagement. Interviews with wāhine leaders will be woven throughout the narrative.

The Native Hawaiian women’s health report will start with the values, strength, and legacy of Haumea as a principle female deity to wāhine and their female spiritual essence within the kānaka ‘ōiwi belief system.

Like the kāne and Native Hawaiian males health report, it will be made available for free on the web and hard copy. The expected release date for the women’s health report is May 2018 when it will be presented widely and used broadly in use but may not be limited to the fields of education, health, business, human services, labor, and social justice.

II. SCOPE OF SERVICES

The successful Offeror shall agree to satisfactorily provide the services hereinafter set forth that shall include, but may not be limited to the following:

- A. Cover art work in full color for the women’s health report publication with the theme of Haumea.
- B. Color internal glyph art for the women’s health report publication with the themes of motherhood, emotional and mental well-being, physical health, economic self-sufficiency, partner violence and incarceration, and leadership and civic engagement.
- C. Provide draft copies of cover art and glyphs to the contract manager by March 15, 2018 before the work is to be finalized.
- D. Provide final digital copies of cover art and glyphs, in PDF and JPG format.
- E. Provide final original copy of cover art and glyphs.
- F. Attend at least three (3) launch events and shall be responsible for all travel costs and incidentals in Honolulu.

III. MEETINGS

The successful Offeror shall be available to meet with or present to the OHA, its Board of Trustees, and its staff as is necessary to complete this Scope of Services and at the frequency determined by the OHA.

The successful Offeror must be registered as a business in the State of Hawai'i and be compliant with Hawaii Compliance Express, submit a current copy of your Certificate of Liability Insurance, and complete the OHA W-9 form.

If you have any questions, please contact Charmaine Matsuura, Procurement Specialist at (808) 594-0273 or by email: charmainem@oha.org.

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