



United States Department of the Interior

National Park Service
Chamizal National Memorial
800 S. San Marcial
El Paso, Texas 79905
(915) 532-7273



A8217

April 30, 2010

The National Park Service at Chamizal National Memorial is now accepting proposals from groups wishing to perform on stage during the 36th annual Siglo de Oro Spanish Drama Festival. The festival will take place March 2 – 6, 2011 at the memorial in El Paso, Texas. Proposals must be received in our office by May 31, 2010, mailed to the address listed above, and made to the attention of Michael Groomer.

The groups selected to participate in the 2011 Siglo de Oro will receive official notice by July 31, 2010. Participants are chosen through a competitive bidding process based on the following factors: the proposed *Performer Fee* amount, the proposed play, and its quality (interpretation, costume, and scenery). Proposal packets must include a sample DVD, a play script, and a general audience rating. *Note: as a US Federal Government agency, Siglo de Oro plays presented at Chamizal National Memorial must be acceptable for a family audience. Obscenity, vulgarity, and nudity will not be permitted. Please make sure your proposed play is suitable for a general American family audience.*

If selected to participate in 2011's festival, you will need to obtain and provide both a DUNS (Data Universal Numbering System) number, and a CCR (Central Contractor Registration) number. If selected, additional information regarding the DUNS and CCR will be provided. Even if you performed at Chamizal in 2010, the CCR must be updated annually. Please call Fannie Vargas at (915) 532-7273 ext.104 if you have questions about the DUNS or CCR registration process.

Please keep the following in mind when forming your proposal amount:

- **Your proposal dollar amount is considered a *Performer Fee*.** If selected, you will be paid that one lump sum amount only. Nothing may be added to the performance fee amount once contracts are signed. You will be paid one check after you perform, so the amount you ask for should include everything you're going to need in order to travel to El Paso, perform on stage, purchase meals, and cover miscellaneous expenses.
- **Your proposed *Performer Fee* amount must be in English and US dollars.**
- **Plan and calculate your *Performer Fee* proposal carefully.** You are responsible for your meals during your stay in El Paso, miscellaneous expenses, and all transportation costs your origination point to the hotel that we select for 2011, and back. If you choose to fly into Ciudad Juarez, you are responsible for all transportation costs between the border and the hotel. *Chamizal National Memorial will provide transportation between the park and the hotel only.* The hotel may provide shuttle service to and from the airport, and also to local points (restaurants, clubs, etc.) within a few mile radius of the hotel. Plan accordingly.
- **You will be paid one check via mail *after* the performance.** We no longer pay food allowance checks when you arrive, so you will be responsible for purchasing your own meals each day. The cost of daily meals should be considered in your *Performer Fee* proposal.

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- **Chamizal pays for the hotel.** Do not include hotel costs in your proposal. The memorial will pay the *park selected* hotel directly.
- **Performer Fee payment.** You will be paid after your final performance via check. Payment comes from the federal government and may take up to 30 days to process and receive. Checks will be mailed to the address that you list in the CCR. *No checks will be issued by Chamizal National Memorial.*

Chamizal National Memorial is looking forward to an exciting 36th annual Siglo de Oro Spanish Drama Festival. We look forward to your proposal and hope to see you in 2011.

Sincerely,



Catherine F. Light
Superintendent

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