THIS IS NOT AN ORDER

REQUEST FO

WSKFKVHRIWIROORZQLWPVHDVWRXKPLW RK
ELDQGHDLQRQHFRSIRURKILOHVLKVUHVHUHWDFFHSRU
UHMFWDQ\SDUWRI RK ELG< RK TRDWRQ ZOO EH LHQ
FRQVLGHUDWRQLIUHFHLHGQRQGOOSRRPRQRUEHIRUH

Name: _____

Company: _____

Address: _____

City/State/Zip: _____

SP &

RHPEHU

KUPEHUORG

(KHUVRQGDWHUPVRIVDOHXWUPVDUHW QDVQHDV
KVHWUPVZOODSSOSHULVVLVVLSSLODZ
RVWUPV ZOOQRWHXHDVDEDVLVIRDUGQJ
FRQWDFWRZHUWQLHUV LWOODFFHSWDVGVFRQWZKQHDUQHG

(RKDQQRWRWRQWH DFWDWULDOVRQSOHDVQLFDWDQHFHSWRQLLQHUDQQDPHDQGRPSOHW
VSHFLILFDWRQVRIDQDQWGQRQDOVSDFHLVUHTKHDVHSDUDWVKRWOHWURIWDQVPLDO

ITEM	QUANTITY		UNIT PRICE	TOTAL NET PRICE
		DESCRIPTION **BID 25-19 Student Organization & Event Management Software** **RFx # 3160006986**		
		PROPOSAL MUST BE RETURNED TO THE UNIVERSITY IN ACCORDANCE WITH THE SPECIFICATIONS. RFP NUMBER AND DATE OF BID OPENING MUST BE SHOWN ON THE OUTSIDE OF THE ENVELOPE IF USING THAT METHOD.		

We quote you as above - F.O.B. The University of Southern Mississippi.
Shipment can be made in _____ days from receipt of order. DATE _____
Return quotation to Procurement Services at above address.

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6DPSOHV RI LWHPV ZKHQ FDOOHG IRU PXVW EH IXUQL\

$V D SXEOLF HDQWHL WZ\HRX WHK HVDWQHVGXEH GLQJ DQRGHRSH
FRPSHWLWLRQ´ WR HQVXUH\ QRJ RQHDLQX]HQFHRQ KHQ LQ
SXEOLF RSHQLQJ RI
G PXVW QRWKH EH\HUDOHIGRWRVRXVWWELPH %
QG VHDOHQDZHWKQGLDGGHUHVRXWWKLGH
H DQG WKRIGWKHELGGRSHQLQJHDQGPEHU ELG
WKH ORZHUHOSDFNDJHVHUHRVPRSHOLQJ[SU
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VW RQHLQDOLJQGRQHLJ WLKQHBGERS\ RI
G 7KHUHTXLUHSWLWDEOH HOHFWURQLF YLUXV PDOZDUH IUHH FRS\
ULYH SRQWKHIELGP WHKH UHVSRQGLQFJXHQGRLQ WR
UHVSRQVHSDFNDJHQLFI FRQS\ WKHRQLYQHUVXGH
V WKH ULJKW WR UHTXHH[DWEDQ UHOVHSRQVRHQSLFRS\WRI WKH
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HQVXUH WKHLU ZLWKLVQUWKHLDYHSGRLQ WLHG SWLFNHDJHIL\RXQ
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0LVVLVVLSSL WRBWHG$GHRWLBQVG H 9FKQGRU
VKDOO QRW GLVFZDUPDWQKWHLHVSROLPHKGUFLKWQWVDVEURUWD\
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E $Q\ OLPLWDWLRQOLWV\ IRU FODLPVQJUHWOEHWHG WR WKH
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LY 3K\VLFDO GDPDJHUWRQWDQJLEOHUHDOJHDOU SWUKHSH
LQWHQWLRQDOPLVFRQGXFW RU QHJOLJHQW DFWV
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F $Q\ UHTXLUHPHQWVWLWKDVSDWKHQVWKHQVHHLFH SW IR
FRQMXQFWLRQ ZLWKQ&GARG SD\PHQW WEHUPHVQRIV1HW
PDGH EH\RQG GD\V DDUHVWMXEHMMFDQGWRQWHVW
G $Q\ WHUPV DQGKFHRQXGLWKLDVQHV FLRQVWFUWDFZWWKKWWKHFRQ
RI WKH 6WDWH RI 0LXFKLVQLSSDQFHQDVKLYOVLRHQTXLUH
WHUPV DQG FRQGLWLRQOLVWRQHHZLWKUHHLFRRDLZVSSL VW
H $Q\ SURYLVLRQ WHRTXDULQWJ8FUQH\HVQWHHLWSHUHHWXWGF
FRVWV DVSRFLDWHGFWZLWKQ DVR\ POHJBFHVWHW9KDQWGZKLFH
DUH RUGHUHG E\PSHFWRHKQWW NRXFLRVGLFWLRQ

%LG ILOHV FDQLQRHQGO\GBXHULHQ]DRQRUPDEO\ ZBQWNHLUQHJVWKRHXGUV
SDUWLHV EXW RIQ\EL\DOOWDZUDUWGKHKDRV EHHQ PDGH

,I SXUFKDVH RUFGWHVUVDURHU FFDRQFWHUODHG DEZHDFUGXHVGH YRHIQWGKRU¶
IDLOXUH WR SHUIRSUPLRHU UQHFXHDVWHKRWOKDEWH YUHQRGRYUHGZ
IURP RXU EHLGWGWHURU¶D SHULRG RI PRQWKV

1R DGGHQGXP ZLCKOLQEHD LSVHVUXLHRGG ZRLWQWZGRD\V ZSRUURU WR
WKH WLPH DQG GEDLWGHRVSHHQQLHQJU WKRHX OHG/VLDUUEHWFRRPH QHF
LVVXH DQ DGGHQGXPGZLWSKHLUQRWGKSHUWZHRQWWKKHEEGGRS
GDWH ZLOO EH UHW/HDWSJQLYLWQLJPEHLGGRHQDQGXZPU WKH DGGH

$OWHUQDWH EHLGLVFXQQHHGVHRTXSDWXSDWZHQGRW EH FRQVLGH

%LG RSHQLQJV WZLHGORESHHQFRWQRGXFKH SWXKEHOLZFLGRZVHHYUYH
WR RSHQ WKH ELGVZLOO GEHVKWVGLZQWWKFDQ\KYHHTXGDOLWV
SURYLVLRQV RI RWQKVH VDSQHGFQZRLRQDZDEHGGHVWDWHG RU
LPSOLHG DW WKH EHLGKRHSFQORQHR FSIIWHKHHVEHLQGJRSWHKQHLEUGV
ZLOO EH FRQVLGHUYHDGOWRRWELRQQSWRKFEEHVDYDQLGOZEQOOHQRRU
UHYLHZ E\ ELGGHUVQLQJUVRSRUVDQRPSHUHQTXLRUHWKHVSXEEHORE
KRZHYHU WKH UHLWXRSWLQJRQZDSXGOLF LQVSHFWLRQ

3UICHV TXRWHGRVKWKOHO WEHUPURPU WRKH WRKQWWUDFWHRG WL
DFFHSWDQFH

7KH ELGGHU XQWGHTUKVHW8DQLGYHUWKLDV\VRLVVRRSXSVLKHVQDQLV
HTXDO RSSRUWXQLW\HIRSJOHR\PDUL QQVGLKQWKKHDSSJRRKLLE\LZV
XQODZIXO GLVFULPLQDWRQLURD FH FRORUDWLRQHDGRPVUHTJLDQ
SK\VLFDO KDQGLFDSQ\GRLWRKEHLUVLXA\K RGUDQRGUWRKLHQEWGLGRHQU

$ FRS\ RI WKH PVDVQWDDQFGWDXUHGHUZ|DUUBQQWO\ DVFFRPSDQ\

IURP WKH 9HQGRUHFXLQGHUFKHGXOH

$V DQ DOWHUQDWLYHWRHWUDGLWLHQ 8QLYHUVLWV RI
6RXWKHUQ 0LVVLVVLSSLLYLQDSHDEHFSWRQVHLF EKLGOUHWKL
RSWLRQ LV DYDLHOTXELUHGLWDQG ZHRWNQWLKDWUDIVSRQGH
NHHS LQ PLQG WKDWRQZLFWKVDWHPWHFWVH FURXJOGWEHKGHC
WKH VXEPLVVLRQWKSHURHFIRUH WKH 8QLYHUVWLWDGLWKLRQHD
VHDOHG ELGV ZKLFKHDGURUHLXWEPLWPWDHXGOGQDSYHUQVRRU 6KR
FKRRVH WR VXEPLWHWKFWUURQHLVFSDRQOKHSLQHVDWUHXFRWOLRRQZ
EHORZ XVLQJ WKH IROORZLQJ ZHEVLWH
KWWSV ZZZ PV URYWBDLFGRBQVMDUF2KQ +VRKPLHV6VHLOWOH \RX ZL
KHOSIXO OLQNV WR WXRLXUHPHQWRZSXSSDOLHDUOLHQNLVW
,I QRW DOUHDG\ UHJLVWHUHGRELQQWKUDWZVLWO QHHG WR FO
µ6XSSOLHU 5HJLVWUDWLRQ¶WDQSHRPHDSRQFHWL 2QFH
UHJLVWHUHG WKH\RFDLQLUHDWXZHQEWRWµ3KDRQFGXUHOLFNQWR
2SSRUWXQLWLHV¶ ZKHUHWHKHU\FKDEQ NHLZRWKGHIRGUHWKUH
UHVSRQG WR RU OHRYHOWKHN VHQGUFKDFNLµ6WHDQUFK¶ DRUC
FXUUHQW ELGV DQGHSYDRUSLRXDO6WDRWHRWKLFHLVVLVVLSSL

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A. Introduction / Objective

7KH 'LYLVLRQ RI 6WXGHQW $IIDLUV X'GHIDSVKEHDZHEG DQ
&DPSXV*URXSS VRIWZDUHady EducationL GHGDEH QRW GLVDWL
ZLWK WKH IHDWXUHV RI WHZUHGE\WSKSOLO'HVSRHWPLQLVWUL
,QIRUPDWLRQ 7HFKQRORJLHV RU\HG XLUHV XVHIWXRUWRWKHLEWHEWG
VROXWLRQ DW WKH EHVW SULFH

7KH '6$ UHTXLUHV DI EXQGWGRVPQLDPE V\VWHHPDWZKWKVUWRKEDV
IDFLOLWDWH FROPPDXEQRLFDWLRQ DQGRQJRDGQHGWRWZHDQI VD
IDFXOW\ PHPEHUV V7KRHXOGRISWUZRRQHGHWR SDWFWRRWDPD O
ZRUNIORZV JHQHUDWRUPDQLQJHQJHP HQWVUWHSHRHQWW
VXUYH\V FR FXUULFXODU WUDQVFULQSWV DQG DGYHUW

8WLOL]LQJ RXU FXUDJHQRZSHGRPGHXFEWHUWDWRIWVKH FRRFXPKQHV
WR RUJDQL]H DOO FDPSXQGHVQWXGHHPQWVOLQHRQSHRUWXQL
IULHQGO\ IXQFWLRQDOLWLHV SDQHGVHLVQWKWRRUEPWHQWDEHOSHOVDX VH
DGYHUWLVH HYHQWVIVHFDPLOYHVOV\O\'HDSQBGUDWEFOHQWR ZLOO E
VWUDWHJLFDOO\ XWRHWWDKHJHSWDYXIRQHRODEWLRQWXGWHQLWVS
EHLQJ UHWDLQHG WKOORHXFJWKLRWQ HXGQDGWEVFQRBGHLSVODRWIRUR

0DMRU REMHFWLYHV IXQFWLRQDOLW\

3URYLGH ZHE EDVHGG LJQUGRLXYSLGXDQDJHPWQWDFFRHUWDO
YLD ERWK GHVNWRSV DQG PREOH GHYLFHV
6WUHDPOLQH JURXSWDVQDRHPHWQWGHQWRQGJDQL]DWL
XQLYHUVLW\ VGHSDGUWPHQWV
(QDEOH DSSUHQWLFHVKLSV DQG WLWRFSDXWLKRQEHRQGKZHE
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(QDEOH FRPPXQLWQ\GEHQSHOHQWSJPDJHPQWRQHWRRJDPLI
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³*XHVW XVHU´ DFFRXQWV FSSURBVSHLEWWLSHHWHVQWXGHQW
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3URYLGH IRUP FUHDWLRQQWDRQGO VDEOZRZHWDDS DEZLZORLWL
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6WDWH ODZ UHTXLUHV&RQWUDFWRUWRKDYHZRUNHUV9HQGRU
DQG WKDW SD\PHQW RI WKHZHLJKWQLFHGLV\SHDORIWKHI 9HQGRU
&RGH 7KH LQYRLFHQ VWKRXOGGR ODQVG ORHUWLWQHFODXHGD
DQ RULJLQDO 9HQGRUW LYHSULJQDWXUH

860 PD\ FKRRVH WR XVHKDV9L,QS Š&BXUG IRUQLWQWRLQFBOSDF\HP H
RI D FKHFN WR SD\ IRU SXUFKDVHV IHU[FPHSWKLRVQVERVOLQFLWH
WKH ELG UHVSRQVHVXWRKLHWEVLGGJHDUEH\WRRQFHHSWUWKM
9,6$Š 3XUFKDVLQJ &BSWGDEVOBQIDUFF RI SDQ\RWQDGQG PD\
DGGLWLRQDO VHUYLFHIDHUIJHHVVWKRQSXOEKDWKHV 9P,BSŠH ZLWK
3XUFKDVLQJ &DUG

D. Length of Agreement
7KH 8QLYHUVLW\ RI 6SRSXLWKVHUEHONLVQJDWVDLJYHH H P H\QW ZLWK
SRVVLELOLW\ RI WZR 3OHDVHUHQFHZDGHUSHUSFRQQJHL Q7KEH
V\VWHP ZLOO QQLHYHGQWRROBHWHU WKDQS-DRQYXLDGUH VHDPOHWVR
VHUYLFH IURP WKHWHQG 5RHDWGKH(GX[EDWLRQ DJUHHPHQW

E. References: 5HVSRQGHQWV PXVW SURRIYWGLHHDH PLQEROQWHRVPHU U
LQFOXGLQJ FRQWDFWKDLWQKRDUYPHDWPLSRQH HHGQWRHGXWKRQSDRSR
VHUYLFHV LQ WKH OBEMHWUDEPRQUWRKPV KQSJLKQHUWHWGXXFDLWRQV

F. Legibility and Organization: Intentionally left blank.

G. Right to Use Proposals in Future Projects
7KH 6WDWH UHVHUYHVDOXKDWHU LWJKW DWZRDRUPGWGKLSVUR)3RVDO I
LQFOXGLQJ DOO SUFHGXSWRVSRQVHVWRIHUHQGV/HWKHWKHQUHDXRQQWLZQW
FRQWUDFWXDSORWWHLEPOVH XRVUH LQ IXWXUH SHUMHHGFWWR LEH DL Q
EHVW LQWHUHVWGRRIVWKHBKGBVDEWQHGVRLBQLJVWZRLOHQWHQG D FRV
WKDQ RU HTXDO WRWWKKHDDZDYSHEFHGILSHURRSVRQVLQJ FRQQGWUHDF W
GHFLVLRQ FRQFHUQLQJ WKH XWLOL]DWLRQ RI SURMHFWVRUHVSRQVHV
DW WKH GLVFUHWLQRQ URHTWKKHH6WWDWHDSJURHPHQVGRUHQWGKRU
7KH 6WDWH¶V GHFLVLRQ WR UHXVH