



THIS IS NOT AN ORDER

REQUEST FOR

WSEFVHRIWIRORZQLHPVHDVWXXEPLW RK
ELGQGHDLQRQHFRSIRURKILOHVLEWUHVHUUHMFHSMU
UHMFVDQ\SDUVRI RK ELG< RK TKWRQ ZOO EH LHQ
FRQVLHUDRQLIUHFHLHGQRQOORRPRQRUEHIRUH

Name: _____

Company: _____

Address: _____

City/State/Zip: _____

MUVRGGMHUPVRIVDOHEWUPVDUHH QGVQHGV
FVHHUPVZOODSSOSHULVVLVLSLODZ
QVHUPV ZOOQRBHXHRQVDEDLVIRDDUGQJ
FRQWDFWZHUMQLHUV LPOODFFHSDVEVFRQWZHQHQUHG

SP &
RHPEHU
MUBEHUORG

FRKDQORTKWRQWH DFWHULDOVRKSOHDVQDFDWDQHFHSEBRLYQUDQQDPHQGRPSOHW
VSHFLILFDRQVRIDQDQWGLRQDOVSDFHLVUHTEKCHDVHSDUDHWKRWOHWFURIWQVPLWQ

Table with 5 columns: ITEM, QUANTITY, DESCRIPTION, UNIT PRICE, TOTAL NET PRICE. Description: BID 25-19 Student Organization & Event Management Software, Rfx # 3160006986. Includes a note: PROPOSAL MUST BE RETURNED TO THE UNIVERSITY IN ACCORDANCE WITH THE SPECIFICATIONS...

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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)DLOXUH WR H[DPLQH DQ\ GUDZLQFJWL RQSVH ZILIQ @ DEWHL B QV
ELGGHU↑V ULVN

6DPSOHV RI LWHPV ZKHQ FDOOHG IRU PXVW EH IXUQLV

\$V D SXEOLF HQWLWZHRX WKMHMDVQHX EHG³GLQJ WQRGHRSH
FRPSHWLWLRQ' WR WQVXEXLQRJ RQHDILQJ BQWEIR QVFBQ LQ
SXEOLF RSHQLQJ RI

S PXVW QRW EHI EXIYHUD DHHIR UVRWR B WWWELPH %
QG VHDOHQD ZHWDQ G L@GHWIM VRRXWWKIG H
H DQG WKRI GQVHED GGRVHL @ HQHDOXGP VHKW ELG
WKH ORZWKHS DVF NFRJHQH UH @ V N OFDSLQML QH[S U
ER[HV HWF

VW RQHLQD@LDQ@GR@HLJ WLK@H@G@Z@ERIS\ RI
G 7KHU@B@X@DHS@W@U@W@DEOH HOHFWURQLF YLUXV PDOZDUH IUHH FRIS\
ULYH @R@Q@W@H@I@E@R@P@WKH UHVSRI@G@L@Q@D@X@B@G@RLQ@WR
UHVSQRQVHH @S@D@F@W@D@R@Q@L@FI@D@QS@\ WK@Q@B@Q@L@Y@Q@F@U@X@L@V@H@G
V WKH ULJKW WR UHTXHH[V@M@E@M@D@Q@U@H@O@V@S@R@Q@V@R@H@Q@S@E@L@R@R@S@W@R@I@WKH
I WKH ELG

)RU \RXU ELG WHR@E@H@W@R@Q@V@W@G@E@H@U@H@F@V@W@D@F@S@H@Q@Q@W@X@B@R@
E\ 30 RI WKH @D@G@V@R@S@H@Q@L@Q@J@WKRI@U@H@K@V@S@R@Q@V@I@G@R@L@D@W@R@I@
HQVXUH WKHLU ZL@K@V@Q@U@W@K@H@L@Y@S@S@R@L@Q@V@H@G@S@D@I@F@N@D@J@H@I@L@R@X@
UHFHLYHG LQ %RQG †DOO3 5OR RPI WKHEJE G@W@R@S@H@Q@W@Q@Z@L@O@O@
EH FRQVLGHUHG

E ,I \RX DUH PDLOE~~QDJH~~ XUDE BG6 SBRV~~DDO~~ WIRUYIKFH
8QLYHUVLW\ RI 6RXWKHUQ 0LVVLVVLSSL
3URFXUHPHQW 6HUYLEFHV 5)3
&ROOHJH 'ULYH
+DWWLHVEXUJ 06

F ,I \RX DUH H[SUR~~XW~~ ELDG~~SDQ~~ NDJH YH~~LV~~) RGH~~UB~~O ([SU

D \$Q\ SURYLVLRRQVSGLMBOZDLUPWQQWEDHVG VKRLOGO EHHQXO
0LVVLLVSSLWRBWH\$GGRWLBQGH 9FKGRU
VKDOO QRW GLVFZDDWLDVQKHLHFSOLPHGFIKQWQW/DVEILBUWA
SDUWLFXODU SXUSRVH
E \$Q\ OLPLWDDWEIRQLW\ IRU FODLEQJUHDBWHG WR WKH
L ,QIULQJHPHQW LVVXHV
LL %RGLO\ LQMXU\
LLL 'HDWK
LY 3K\VLFDGDPDSJHUWRQVDDQDQGORIDQGHRO SWKHS
LQWHQWLRQDOPDQGRZIGXFW RU QHJGRJUHQWDFWV
DQG RU 9HQGRU\ V HPSOR\HHV RU VXEFRQWUDFW
F \$Q\ UHTXLUHPPHQWVWVWWDSDWKLQWQJLWVH\LFCHSWIR
FRQMXQFWLRTQZLWQKQSDUGSD\PHQW WBUFFHQWV1HW
PDGH EH\RQG GD\V DDDHMXIEMMFDQGRQWHUHVW
G \$Q\ WHUPV DQGGKFRQGUFKLRQVFRQWFLWZVWKKVWHFRQ
RI WKH 6WDWH RI OLVXFKVLQVSDQFSDQVQKQDLRQTRLWH
WHUPV DQG FRQGLWLSROLVDWRHHZLWKKHFLQDLZVLSSLVW
H \$Q\ SURYLVLRRQ WHTSDUDDQWVSDQH\HQWHHLQWSLWHHWXG
FRVWV DVVRFLDWHDGZLWRQDQVROUHJBFH\$KHW9KDDQGBKLFR
DUH RUGHUHG EP\$HFRKQWVWXUFIRVGLFWLRQ

%LG ILOHV FDQQRHGGVGHLLHQDQRUPDEAZRWNHLLQJVKRHXGU
SDUWLHV EXW RIQDLDDWZDVGKIKRV EHHQPDGH

,I SXUFKDVH RUFQWUVRURHUFRQDFWUODHGDEZDFLDGXVGHYRHOVGRU
IDLOXUH WR SHUIR\$UPLRHLQFVHDWHKDDODVHYUHQFRYH
IURPRXUHLGWHIRWTD SHULRGRI PRQWKV

1R DGGHQGXP ZLOKQEH ISHUXLRGZLWVZRD\VSRURUWR
WKH WLPDQG GDLVGRVSHWUJQWVKRXHG/VDUEMFRPHQHF
LVVXH DQ DGGHQGXFGDL\$KLUQRVKSUWFRQWQJWKKHEEGRS
GDWH ZLOO EH UHWHDWSDYLVQJPELGRHDDGXZHUWKH DGGH

\$OWHUQDWH ELGLVFDXCCOHG/HTXSDQZDQDQGRW EHFQVLGH

%LGRSHQLQJVWHGORESHHFRQGRWKH SWKHALZELGQZHYHYH
WR RSHQWKHELGVZLORGEHVKNQGLZQWWRDQAKYHTOXDROLV
SURLVLRRQVRI RQKHDSHGQZLDDWDEHGREGHVWIDWHGRU
LPSOLHG DW WKH BLGKRSFORQHI R\$IWHH HVEILQJRSHKHLQUGV
ZLOO EH FRQVLGHHYHDEOWRVELRQOSWRKFEHVVDYDQDQDEQDQ
UHYLHZ E\ ELGGHUQLQURSDUMDQRRVSHUHQXLRUHVGMV\$XEBR
KRZHYHU WKH UHLWXR\$VHLQJRDZSDXGOLF LQVSHFWLRQ

3ULFHV TXRWHGRVKNQDQWHUPEURUWRKHWRGWWUDFWH\$W
DFFHSWDQFH

7KH ELGGHU XQVFKVWSDQGYUWKLW\VRMGR\$SKHVDDQLV
HTXDO RSSRUWXQLW\HIRSORPHDLQVQKQKHS\$RQLELVV
XQODZIXOGLQFEWLVHLQBRQLRDFH FROQDWLURHQDGRVHJJDQ
SK\VLFDOKDQGLFDDQ\GRWREUOLXFKRQDQGUWPKHQDMGLRQ

\$ FRS\ RI WKH RDQW DDFGDXJH UZD UJ DQW\ DFFRPSDQ\

IURP WKH 9HQG \$UW FLQ/GHVF B HGXOH

\$V DQ DOWHU QDWDYVHV B HVGU BGGWHLQ 8QLYHHQR/\$M/X RI
6RXWKHUQ 0LVVLLVVL BSHLLVL QDSDHOFBVRVQLVF EKIGOUHVKL
RSWLRQ LV DYDLHDTXELQIHGLVDQG ZHRVHNLQWLKDDWUBDORSQGH
NHHS LQ PLQG WKDVRZILFWK\DVHFOVHKBWVH FURXIOGVEFKBVC
WKH VXEPLVVLRQKSHURFIHVH WKH 8QLYHHVVVVWDGLWKLQIQH
VHDOHG ELGV ZKLFQHGURUH VWKPHLWVWDHGO GQDSYHUQBRU 6KF
FKRRVH WR VXEPLWHVWKFWURJHLVSDROOKH SLQVWUHXFRQLRQZ/
EHORZ XVLQJ WKH IROORZLQJ ZHEVLWH
KWWSV ZZZ PV UBYVGBBLFRBQMDUF2Q +VRPIHV6VHLOWH \RX ZL
KHOSIXO OLQNV WR SREXVUHPH QW RZSQS SDML HOUW QNL WW
,I QRW DOUHDG\ UNJLVWMPUSBZLQWUWUZYVO QHHG WR FC
μ6XSSOLHU 5HJLVWURZWL RFXWVQGH P HDS BQ FHWV 2QFH
UHJLVWHUHG WKH\FDLQJLQDVQXZIQEW BWWKURQFX BDEFRV
2SSRUWXQLWLHV¶ ZKHHUHWHHWF KDEQ NEH ZRVIGHARGHWKWH
UHVSRRQG WR RU OEDYEOVDQHN VHQGU FQDFQLV6VHLDQJFR¶ DRUO
FXUUHQW ELGV DQG SDRJ\$RXDQGW DRVHVRKL FHLVVLVVLSSL

\$\$ (2('\$\$,

A. Introduction / Objective

7KH 'LYLVLRQ RI 6W6\$G HFQW U\$HIOW OV X'GH D SVSKEIDZ/HIE DQ
&DPSXV*URXSV VRIWZ DReady EducatorLGHGD BH QRW GLVVDWL
ZLWK WKH IHDWXULHVRIWHZDUGHE 6 WLSLO'HS BH WPEMQWRIL
,QIRUPDWLRQ 7HIFKQPHORWHFXLUHV XWHFXUMRVOKIFLEH VWG
VROXWLRQ DW WKH EHVW SULFH

7KH '6\$ UHTXLUHV DI DXQVGRFLDDE V\ VWHPD VZ XWKVUVE DV
IDFLOLWDWH FROMPDEXRLLFDWLLRQ DDPG OFRXDGHG VNWZ WHDQI V
IDFXOW\ PHPEHUV VKRKH O B I S\ZRRQHG HW R SDXW R W D F D O
ZRUNIORZV JHQHUDWHU P M DDLG JHQ J D J H P H S W VUH SR H W W
VXUYH\ V FR FXUULFXODU WUDQVFULS W W D Q G D G Y H U W

8WLQJLQJ RXU FXUDORVZ BGRFGKFEWH KDV IOWKVH FRFXWKQLV
WR RUJDQLJH DOO FDP SXQG HQM DG H R HQ O I L Q H R Q S S R V W X Q L V
IULHQGO\ IXQFWLRQDOO SDGG VLVQ KNRWRREUPWH QK EIOSHVDXVH
DGYHUWL VH HYHQWMIVHFDVLOYHMOLO\ HDSQGDVEFHQWR ZLOO E
VWUDWHJLFDOO\ XWH WDKHJ SVDYXIQPHRQDEVLHR QW DGHQW S
EHLQJ UHWDLQHG WKORXJKLWGH XGDGWE FOKELSWQ DRWIRUF

ODMRU REMHFWLYHV IXQFWLRQDOLW\

3URYLGH ZHE EDVHGG LQRLXS P D D D J E P W Q W D S R H W D O
YLD ERWK GHVNWRSV DQG PRELOH GHYLFHV

6WUHDPOLQH JURXSUPWQ DRH PHVQVG HVD R G J D Q L J D W L
XQLYHUVLW\ G D S Q S U P R J Q W P V

(QDEOH DSSURYLWV UDGPRB W W R F S X M L R R E L R Q D R Q K Z H E
DSSOLFDWLRQV

6WUHDPOLQH FDP SX M P H G Q H Q G G U F D O V W H P V
(QDEOH FRPPXQLW\WG D Q B C H R S J D J H P H Q M R Q H W R R J D P L I

PHVVDJH ERDUGV
3*XHVW XVHU` DFFRXQW F S S B E I S O I E W I S P H W H Q W X G H Q W
DOXPQL DFFRXQWV

3URYLGH IRUP FUHDWLRQWDRQGO VD D V R Z H V D S D E L Z R L W N L F
3URYLGH UHSRUW EXLOGLQJ IORZ I`W E L G H U H E p R R

6WDWH ODZ UKTX&QHYHWK DWR WUHEIQDYCH LDCP RW KHI 9HQGR U
DQG WKDW SD\PHQW RI WKZILMOKYLRQLFHGLDVS DR UNHFWHLSW
&RGH 7KH LQYERLFRQ WKRIK QG Q GGR DQG CRUWLVQFLOKXGE
DQ RULJLQDO VHQWWRUWUYHS UHLJQDWXUH

860 PD\ FKRRVH WR XVFKDVLQ, Q\$Š&BXUG IRUQLVQY R LQF B ODDFIP H
RID FKHFN WR SD\ IRU SXUFKDVHV IHWJFPH SWKLRVQVIRVO LQFLWVH
WKH ELG UHVSQRQVW XWIKLHWEALGGJHD UHFWBRQDFVH SWUWKH
9,6\$Š 3XUFKDVLLQJ & B B V DEVO B Q RUFF RI SDRWQDNG GQG PDV
DGGLWLRQDO VHUYLEFKDIUIJHHW VKR QO E Q DWKHV 9, B\$Š ZLWK
3XUFKDVLLQJ &DUG

D. Length of Agreement

7KH 8QLYHUVLVW\ RI 6RSLWLKH V B HNLVQD D VDLJYHH HPHQW ZLWK
SRVVLELOLW\ RI WZR 3QHDVHUHQFHZDGHUSUWLSRLOVHL Q KH
V\ VWHP ZLOO QLYHHGQVRRODWHU WKDQS-DQXLDJH VHDPOHW R
VHUYLEFH IURP WKHWHQ G 5HDVGHKH GHEDWLRQ DJUHHPHQW

E. References:

5HVSQRGHQWV PXVW BURRYWGHHDHPLQE RQVHRPHU U
LQFOXGLQJ FRQWDFMDMQKDUYHDMLSRQH HHC WRICXWKR QS DRSR
VHUYLEFHV LQ WKH O B MWU DE DR QVWKPV KQJLQMUWH G XADLR QR

F. Legibility and Organization: Intentionally left blank.

G. Right to Use Proposals in Future Projects

7KH 6WDWH UHVHUMH D OXKDW H LWKW DVZDRUG MCKLSU B)SR VDO I
LQFOXGLQJ DOO SLURGHX SWRSDRQG G HUKHW KH QU HDVXROQWL QJW
FRQWUDFWXDSR WUHEOVH XRVH LQ IXWXUW SHRPHHG WWR LEHDLQ
EHVW LQWHUHVVRIVRKB G B DEWQVREQLVWZL QDWHQG D FRVV
WKDQ RU HTXDO WRWKKDDZ D V B FGLSHURCSV QO DFRQGWUHWV W
GHFLVLRQ FRQFHUQLQJ WKH XWLOLJH WKRIG BUBMHHFQVGRU
DW WKH GLVFUHWLQDQ URHTXKH H6WV WWHH DSURSHRPHLQW BHHQGR U
7KH 6WDWH V GHFLVLRQ WR UHXVH

