



**Department of General Services
Procurement Division**

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Broadcast Date: September 30, 2014

Bulletin #: K-54-14

**TO: Purchasing Authority Contacts (PACs)
Procurement and Contracting Officers (PCOs)
Small Business and DVBE Advocates**

**RE: Information Technology (IT) Negotiations Consulting Services Master
Service Agreement (MSA) Request for Proposal (RFP) 5147001**

The Department of General Services, Procurement Division (DGS/PD) released Request for Proposal (RFP) 5147001 for an Information Technology (IT) Negotiations Consulting Services Master Service Agreement (MSA) on September 29, 2014.

Solicitation Overview

- User-friendly, electronic proposal submittal process.
- Proposers compete in two service types:
 - Terms Value Analysis – To provide services to state and local agencies to validate fair and reasonable pricing and contract terms, and/or recommendations to attain lower pricing, and/or more favorable contract terms.
 - Terms Negotiations – To provide services to state and local agencies to assist in negotiations of prices and contract terms with specified IT software suppliers.
- Services used for existing and proposed contracts for software, software licenses, upgrades and ancillary services such as maintenance and support, installation and training.
- Conducted under Public Contract Code (PCC) section 6611, DGS reserves options to negotiate in the Administrative, Technical or Cost phases.
- No formal protest options under PCC section 6611.
- Separate cost proposal required after proposers are deemed responsive and responsible to Administrative and Technical requirements.
- DGS may administer an application process after MSA award.

Key Action Dates

- September 2014
 - RFP Release
- October 2014
 - Solicitation period

- Questions and Answers
- Request changes to RFP requirements
- Administrative & Technical Proposal due
- November 2014
 - State evaluates Administrative and Technical proposals
 - State conducts Administrative & Technical negotiations, if applicable
 - Costs proposals due
- December 2014
 - State conducts cost negotiations, if applicable
 - State posts notice of awards with effective dates

Customers are encouraged to set up BidSync notifications to monitor RFP 5147001's progress. The RFP advertisement is here:

<https://www.bidsync.com/DPX/ca/cdgs?ac=view&auc=1968062>

Information is also available at:

<http://www.dgs.ca.gov/pd/Programs/Leveraged/masteragreements/ITnegotiations.aspx>

Please direct any questions to:

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