Chio Department of Administrative Services

"How to do Business with the State of Ohio"

Agenda

- What does the State buy?
- Requirements for Purchasing
- Establishing & Managing Your Profile
- Navigating Opportunities
- Marketing Your Business
- Responding to Opportunities

\$5,000,000,000.00

\$5 billion on purchases for a wide variety of supplies and services required for the daily operation of their facilities.

What does the State buy?



Computers



Pharmaceuticals



Vehicles



Professional Services



Clothing



Food



Requirements for Making State Purchases

Requisite Procurement Programs

State Agencies are *required*, <u>by law</u>, Ohio Revised Code 125.035, to purchase from one of the following State Resources first, if the product or service is available:

- Ohio Penal Industries (OPI, within DRC)
- Community Rehabilitation Program (CRP, within DAS)
- Business Enterprise Program (within the Opportunities for Ohioans with Disabilities Agency, OOD)
- Office of Information Technology (OIT, within DAS)
- Office of State Printing and Mail Services (within DAS)
- Ohio Pharmacy Services (within DMH)
- Ohio Facilities Construction Commission (OFCC)



Existing Dept. of Administrative Services (DAS) Contracts

- State agencies are required to look at DAS-established contracts (i.e., state contracts) for product, supplies, and services
- Some contracts are mandatory and some are optional use

Establish a New DAS Contract

Competitive Selection Process

- Invitation to Bid lowest responsive and responsible
- Request for Proposal "best value"
- Reverse Auction lowest responsive and responsible



Negotiated Contracts

- State Term Schedule (STS) 3 quote minimum required
- Master Maintenance Agreements (MMA)
- Master License Agreements (MLA)
- Master Service Agreements (MSA)
- Master Cloud Service Agreements (MCSA)
- Price schedules are <u>negotiated</u> and may be based upon:
 - Federal Schedule Pricing
 - Similarly situated, most favored customer pricing
 - Other competitively bid contracts from state or local consortium, etc.



Establishing & Managing Your Profile to do Business with the State





for Suppliers ▼

for State Agencies ▼

for Political Subdivisions v

for the Public ▼

News ▼

Help & Reference ▼

Contacts ▼

LOGIN



OHIO K-12 SCHOOL COMPUTED PROPULATO

As K-12 Ohio School Districts a organized, transparent listing of Ohio has offered to create an in information

Ohio | Procurement Link

lized. te of this

Announcements

11/27/2019 Ohio Buys

Blanket Release & Permit FY2020 - FY2021 5/30/2019

12/28/2018 PM-02 Emergency Purchasing Procedures

10/17/2019 Debarment Guidance MEMO & Debarred Supplier List

PM-01 Purchasing Procedures

6/15/2017

DAS GSD awards Staff Augmentation Managed Services Provider to InGenesis

Quick Links

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Ohio|Buys Catalog Search

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Telecommunication Contracts & Cloud Services Agreements

IT Enterprise Services Portal

- MBE & EDGE Opportunities
- State Contract Opportunities

State Printing and Mail Services

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MBE & EDGE Suppliers Tool Kit

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Policies

for Suppliers ▼

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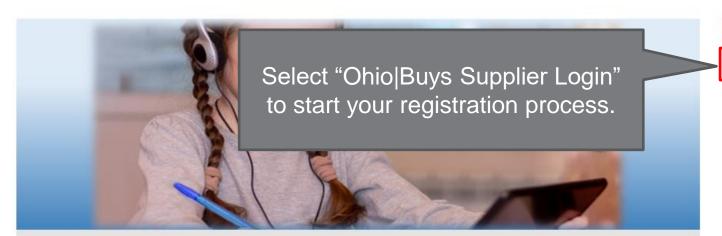
for the Public ▼

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LOGIN



OHIO K-12 SCHOOL COMPUTER PRODUCTS AND SERVICES PURCHASING DIRECTORY RFI

As K-12 Ohio School Districts are finalizing their remote learning plans for the upcoming school year, one need that has arisen is a centralized, organized, transparent listing of products and services available for purchase by the School Districts. To assist in this undertaking, the State of Ohio has offered to create an informational webpage that provides School Districts and their partner Information Technology Centers with this information.



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OHID

Log in to Ohio|Buys with your OH|ID

With one OH|ID account, citizens or business can sign in to multiple State of Ohio government agencies systems more securely.

Clicking on the button below will direct you to the Supplier Portal to log in or create an account.

Ohio|Buys Log In

Accessing Ohio | Buys as a Bidder or an Existing Supplier.

Ohio|Buys is the State of Ohio's online purchasing solution that empowers both government buyers and interested suppliers. Ohio|Buys leverages innovative technologies to increase efficiency, opportunities, and participation with businesses in Ohio.

Operated by the Ohio Department of Administrative Services, Ohio|Buys is currently available to a dozen State agencies. Ohio|Buys will continue to grow, expanding to include other State agencies, local governments, and higher education institutions.

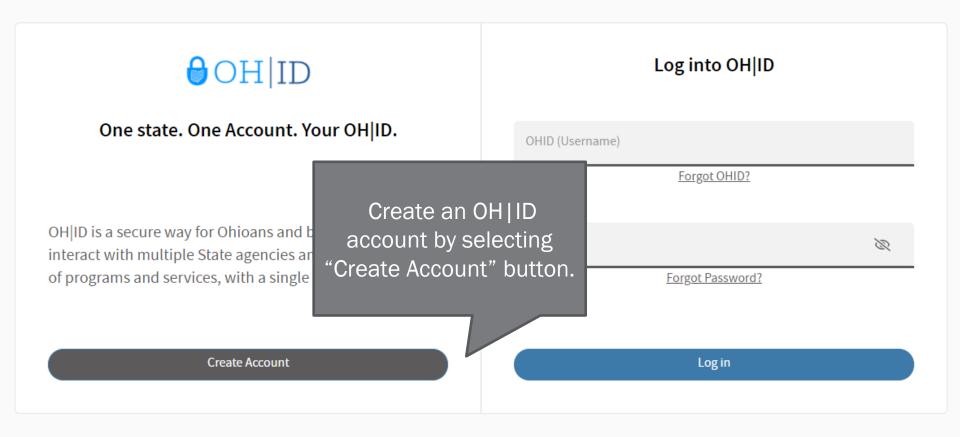
Public Solicitations

Public Contracts

Public Catalog

Public Records

OH|ID Create Account & Log In



With one account

Citizens or businesses can sign in to multiple State of Ohio government agency systems more securely.



Personal Information

All fields are required unless labeled (optional).

First Name	Middle Initial (optional)	Last Name
Suffix (optional)		
Work Phone Number (optional)	Mobile Number (optional)	
		Creating an OH ID
Date of Birth	Last 4 digits of SSN (optional)	account is necessary for
MM/dd/yyyy		all users of Ohio Buys

Email Verification

We need to verify your email address. You will be emailed a one-time PIN code at the address you provide below.

Email Please re-type your email







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Ohio|Buys Log In

Once you receive your email notification you can log into Ohio | Buys

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Finding Category Codes



HOME

FAQS

SEARCH-CODE

MEMBERSHIP

LIBRARY

CODESET-DOWNLOADS

INITIATIVES

EDUCATION

Search the Code

Version 19.0501
Code Number: (2-8 digits)
6.
Ondo Name
Code Name:
Θ,

Member Login Become a Member Renew Membership





Welcome

The United Nations Standard Products and Services Code® (UNSPSC®), managed by GS1 US™ for the UN Development Programme (UNDP), is an open, global, multi-sector standard for efficient, accurate classification of products and services. UNSPSC is an efficient, accurate and flexible classification system for achieving company-wide visibility of spend analysis, as well as, enabling procurement to deliver on cost-effectiveness demands and allowing full exploitation of electronic commerce capabilities. Encompassing a five level hierarchical classification codeset, UNSPSC enables expenditure analysis at grouping levels relevant to your needs. You can drill down or up to the codeset to see more or less detail as is necessary for business analysis.







Company-wide visibility of spend analysis Cost-effective procurement optimization Full exploitation of electronic commerce capabilities

You may browse and download the current version of the code at no cost. Search the code on this website to locate commodity codes that can be used by your company.

UNSPSC is a member funded and supported initiative. To gain additional benefits, including access to past versions of the code and the opportunity to shape the code's future to best meet your business needs, join the UNSPSC today. Take the first step toward increasing productivity, reducing organizational costs, and improving supply chain efficiency by learning about UNSPSC membership now.

A free on-demand webinar is available which provides an overview of the UNSPSC codeset and information describing how and why it is used. Click here to access the webinar.

www.unspsc.org

Visit unspsc.org to maintain the proper classification of goods and services that you offer.

Search for Codes

Search the Code Version 19.0501 Code Number: (2-8 digits) Code Name:

Use the search box on the left side of the main page to help you find your specific service or commodity code.

You can search by Code Number or Code Name.





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INITIATIVES

EDUCATION

Version 19.0501

Search Code

Search Title

Janitorial

Search

Code	Title
47121500	Cleaning and janitorial carts and accessories
47120000	Janitorial equipment
47130000	Cleaning and janitorial supplies
76110000	Cleaning and janitorial services
47121502	Cleaning or janitorial cart accessories
47121501	Cleaning or janitorial cart

Bidder & Supplier Issues

If you have additional questions, or encounter any issues, please contact our Contact Center at:

- OBM.SharedServices@OBM.ohio.gov
- 1-877-644-6771, Monday-Friday 8:00am-5:00pm EST

Resources:

- Bidder/Supplier Learner Guide
- Registering Your Business in Supplier Portal
- Creating an OH|ID Account
- Associating A Supplier Record to Your OHID



Finding Opportunities Online





LOGIN



OHIO K-12 SCHOOL COMPUTER PRODUCTS AND SERVICES PURCHASING DIRECTORY RFI

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MBE & EDGE Suppliers Tool Kit

for Suppliers ▼ | for State Agencies ▼ | for Political Subdivisions ▼ | for the Public ▼ | News ▼ | Help & Reference ▼ | Contacts ▼ | LOGIN

Procurement Opportunity Search

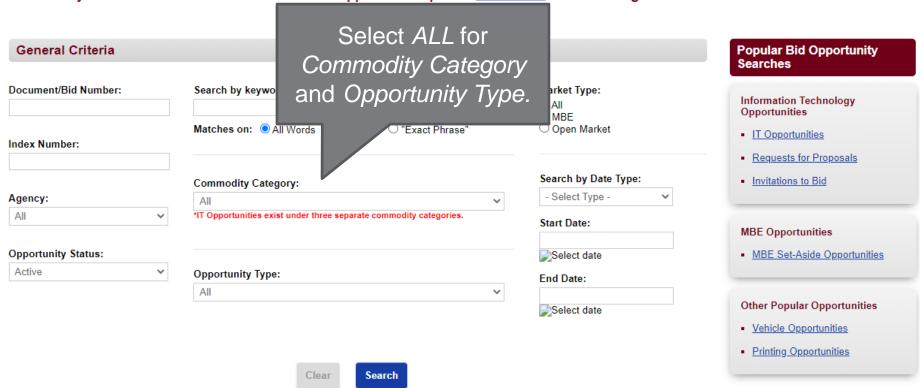
Please enter one or more of the search criteria below to locate bid opportunities with the State of Ohio. Some of the most popular searches are pre-programmed and listed on the right of this page, click on one of the hyperlinks to view associated search results. To follow all updates to any bid opportunity, see opportunity updates.

For roadway and building construction opportunities, as well as opportunities for related machinery, services, and supplies, see Construction Opportunities.

URGENT:

Ohio is moving to Ohio Buys for solicitations.

To ensure you will receive notification of business opportunities please <u>learn more</u> on how to register.



Access myOhio.gov DAS home OBM home site map privacy policy Ohio.gov

for Suppliers ▼

for State Agencies ▼

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LOGIN

Procurement Opportunity Search Results

The table below presents search results based upon the criteria you entered. To refine your search further, you may return to the Procurement Opportunity Search.

Selection Criteria...

Market Type: All; Opportunity Status: Active;

To view the opportunity, click on the *Document/Bid Number*

Print

the page to

Title ▼	Opportunity Type ▼	Opportunity Status ▼	₁₅ link					Opening Date ▼
Boardwalk Project Wingfoot Lake State Park Not Issued by Procurement Services	ITB	Active	DNR	<u>Open</u>		DINRPWCUZO	2/19/2021	3/11/2021
ACTUARIAL CONSULTING SERVICES Not Issued by Procurement Services	RFP	Active	<u>BWC</u>	<u>Open</u>	N/A	BWCB21002	1/29/2021	3/30/2021
Aldon LifeCycle Manager and Analyzer Maintenance Coverage Not Issued by Procurement Services	RFQ	Active	OIC	<u>Open</u>	N/A	OICFY22-002	3/24/2021	3/24/2021
Alum Creek South Park TJ Knox Equipment Storage Building Rebid Not Issued by Procurement Services	ITB	Active	COOP	<u>Open</u>	N/A	2021202	2/24/2021	3/23/2021
American Beaver in Ohio Nature Display Not Issued by Procurement Services	ITB	Active	DNR	<u>Open</u>	N/A	DNROBF016	3/8/2021	3/22/2021
Annual Adobe Renewal Not Issued by Procurement Services	RFQ	Active	PUC	MBE3	N/A	PUC21-003	3/23/2021	3/25/2021
Cisco Firepower Intrusion Detection System Upgrade Project Not Issued by Procurement Services	RFQ	Active	<u>BWC</u>	MBE	N/A	BWC210687	3/19/2021	3/26/2021
Columbia Gas - Rate of Return Not Issued by Procurement Services	RFP	Active	<u>occ</u>	<u>Open</u>	N/A	OCC20076	3/19/2021	3/31/2021
Communities of Support Grant Not Issued by Procurement Services	RFP	Active	<u>JFS</u>	<u>Open</u>	N/A	<u>JFSR2021068199</u>	11/6/2020	12/31/2021
Consulting Services for the Implementation of the Strategic Action Plan on Aging and Engagement of External Partners Not Issued by Procurement Services	RFP	Active	AGE	<u>Open</u>	N/A	AGE21-01	3/17/2021	4/1/2021
Dam Monitoring System Not Issued by Procurement Services	ITB	Active	DNR	<u>Open</u>	N/A	DNROBF015	3/10/2021	3/25/2021

The Procurement Opportunity Search

Detail page provides information on

associated PDF files, and lists the

inquiry period for the bid opportunity.

the opportunity, links to the



for Suppliers ▼

for State Agencies ▼

for Political Subdivisions v

for the F

Procurement Opportunity Search Detail

Opportunity Title

DREDGE, TRANSPORTABLE, COMBINATION; CONVENTIONAL SWING AND SWING LADDER

Opportunity Description

The dredge will be used to excavate silt, muck, sand, peat, clay, gravel and mixtures thereof from lake and river bottoms. The dredge is conventional swing model in design.

General Information

Opportunity Type: Invitation To Bid

Opportunity Status: Active

Document/Bid #: 0B100721

Requesting Agency: Administrative Services, Department of

Issued By: Administrative Services, Department of

Associated PDF Files

Document: 0B100721.pdf 🔼

Dates

Posted Date: 3/24/2021

Inquiry Period: 3/24/2021 thru 4/7/2021 8:00:00 AM

Opening Date: 4/14/2021

Procurement Programs

MBE Set Aside: No

Open Market: Yes

Other

Submit Inquiry: Submit Inquiry

View Q and A: View Q and A

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Ohio|Buys Catalog Search

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Policies

PM-01 Purchasing Procedures

PM-02 Emergency Purchasing Procedures

PM-01 & PM-02 Presentation 1







OhioBuys

Connecting Buyers and Suppliers

OhioBuys is the State of Ohio's online purchasing solution that empowers both government buyers and interested suppliers. It is intended to leverage innovative technologies to increase efficiency, opportunities, and participation with businesses in Ohio.

Operated by the Ohio Department of Administrative Services, **OhioBuys** is currently available to a dozen State agencies as the pilot project called eProcurement. **OhioBuys** will continue to grow, expanding to include other State agencies, local governments, and higher education institutions.







Log in to Ohio|Buys with your OH|ID

With one OH|ID account, citizens or business can sign in to multiple State of Ohio government agencies systems more securely.

Clicking on the button below will direct you to the Supplier Portal to log in or create an account.

To view the opportunities, select "Public Solicitations" button.

Ohio|Buys Log In (via Supplier Portal)

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Public Solicitations

Public Catalog

Procurement Opportunities

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Public Records

Supplier Portal for Financial Registration

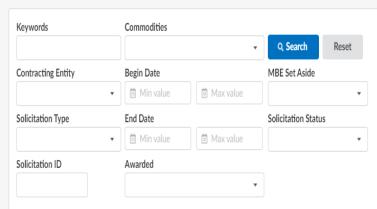
Supplier Portal

Get More Information:

Bidder and Supplier Learner Guide

Ohio Buys

Solicitation Type Issue date (UTC-4) Inquiry Cutoff (UTC-4) End Date (UTC-4) Commodity



Solicitation ID Solicitation Name

The Ohio | Buys search page provides information on the opportunity, links to the associated content and lists the inquiry period for the bid opportunity.

MBE Set Aside Agency

Awarded Solicitation Status

		,,	,			,		,	
8	714 21-726-255	Quick Quote	3/23/2021 12:14:25 PM		3/26/2021 5:00:00 AM	Computers		DNR250230 OIT Administrative Services DNRFRA	Open for Bidding
P	723 State Fire Marshal Uniform Production Services	Public Notice	3/24/2021 8:26:28 AM	4/1/2021 12:00:00 4/6/2 AM	2021 3:00:00 PM	Customs uniforms	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
8	722 State Fire Marshal Hydrostatic Testing Services	Public Notice	3/23/2021 9:50:57 PM	4/1/2021 12:00:00 4/5/2 AM	2021 3:00:00 PM	Fire prevention services	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	721 State Fire Marshal COVID-19 Testing Services	Public Notice	3/23/2021 9:26:05 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	Epidemic prevention or control services	✓	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	720 State Fire Marshal Weights and Balances Calibration Services	Public Notice	3/23/2021 4:51:59 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	Calibration weights or weight sets	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	719 State Fire Marshal Plumbing Services	Public Notice	3/23/2021 4:30:41 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	Plumbing system maintenance or repair	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	718 State Fire Marshal Electrical Repair Services	Public Notice	3/23/2021 2:00:06 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	Electric power transmission services	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	717 State Fire Marshal HVAC Repair Services	Public Notice	3/23/2021 1:47:17 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	HVAC mechanical construction service	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	716 State Fire Marshal Elevator Preventative Maintenance and Repair Services	Public Notice	3/23/2021 1:25:50 PM	4/1/2021 12:00:00 4/5/3 AM	2021 3:00:00 PM	Elevator maintenance services	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
P	715 State Fire Marshal Fire Hydrant Preventative Maintenance and Repair Services	Public Notice	3/23/2021 1:11:43 PM	4/1/2021 12:00:00 4/5/3 AM		Fire protection system and equipment maintenance or repair service	•	COM650000 State Fire Marshal COMSFM	Open for Bidding
8	632 SFM-FY22-Contract-Non-IT Services-Fire Hydrant PM- 2/11/2021	Cancellation	3/18/2021 3:22:57 PM			Fire protection system and equipment maintenance or repair service		COM650000 State Fire Marshal COMSFM	Closed

Return

✓ MBE Set Aside

Public Notice

Solicitation Status

Open for Bidding

RFx Type

In an MBE set-aside solicitation, only those bidders/suppliers with an active MBE certification at the time the solicitation closes can submit a response

Solicitation ID

SRC0000000839

Solicitation Name

Cost Allocation Services

Lot#

Round #

2

Begin Date

5/21/2021 12:00:00 AM (EST)

End Date

5/28/2021 3:00:00 PM (EST)

Summary

Project Scope of Work.

In FY22:

The Ohio | Buys provides information on the opportunity, links to the associated documents and lists the inquiry period for the bid opportunity.

Q Search Reset Title Type RFx Commercial Cost Allocation Services Documents RFO (Approved) RFx Commercial Affirmation and Disclosure Documents Form (Approved) RFx Commercial Independent Contractor Documents Acknowledgement Form (Approved) RFx Commercial

State of Ohio Terms and

Conditions

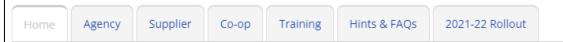
4 Result(s)

Documents

(Approved)

Prepare Fiscal Year 2021 cost allocation plan, based on OMB 2 CFR Ch. I, Ch. II, Part 200 federal costing principles.

Visit: www.das.ohio.gov/ohiobuys



OhioBuys

Connecting Buyers and Suppliers

Bidder/Supplier Log In Public Solicitations Current Contracts

Strategic Goals and Benefits

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website contains:

Fact Sheets
Instructional Videos
Supplier Learner Guides
Job Aids
FAQs and more...



Marketing your Business

Counties LAKE LUCAS ASHTABUL/ OTTAWA WILLIAMS GEAUGA CUYAHOGA DEFLANCE TRUMBULL SANDUSKY LORAIN WOOD HENRY PORTAGE HURON MEDINA SUMMIT HANCOCK SENECA MAHONING VAN WERT STARK ALLEN COLUMBIANA HARDIN WAYNE MARION AUGLAIZE CARROLL HOLMES MERCER JEFFERSON MORROW TUSCARAWAS LOGAN KNOX UNION DELAWARE COSHOCTON HARRISON DARKE MIAMI CHAMPAIGN LICKING BELMONT FRANKLIN CLARK MUSKINGUM FAIRFIELD MADISON PREBLE PERRY MORGAN PICKAWAY BUTLER WASHINGTON HOCKING CLINTON WARREN ROSS ATHENS VINTON HAMILTON HIGHLAND MEIGS PIKE JACKSON ADAMS SCIOTO GALLIA LAWRENCE

Political Sub-Divisions

Each county produces a list of member contacts for marketing directly to local political subdivisions.

Map Link





Equal Opportunity Division

Projected Expenditures by Account Code

Effective Oct. 2018









Direct Purchase Authority (DPA)

Any purchase that exceeds \$25,000 must be submitted by the state agency to the DAS Office of Procurement Services (OPS) through the Request to Purchase (RTP) Requisite Program. If the item is not available through one of the previously mentioned sources and the purchase total does not exceed \$50,000 per fiscal year, per supplier, the entity may use their Direct Purchasing Authority as granted by the Ohio Revised Code.

Items not available through one of the previously mentioned sources and the purchase <u>exceeds</u> \$50,000, DAS OPS will determine whether they will create the contract, or issue a Release and Permit to the agency to seek Controlling Board approval.









Announcements

11/27/2019 Ohio|Buys
 10/17/2019 D
S
 5/30/2019 Blanket Release & Permit FY2020 - FY2021
 12/28/2018 P

12/28/2018 PM-02 Emergency Purchasing Procedures

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6/15/2017 DAS GSD awards Staff Augmentation Managed Services Provider to InGenesis

Ohio|Buys Information Agency Procurement Tools MBE & EDGE Agency Tool Kit MBE & EDGE Suppliers Tool Kit

Responding to an Invitation to Bid (Paper or Electronic)

INVITATION TO BID

State of Ohio
Department of Administrative Services
General Services Division
Office of Procurement Services

The Original Signed Bid must be submitted to the Office of Procurement Services to receive consideration for award.		BIDDER NAME		
BID NUMBER	OPENING DATE (1:00 p.m.)	STREET ADDRESS Check if remit address is different and list on separate	sheet	
RS901118	10/13/2017			
		ZIP		
General Services Division Office of Procurement Services		Please review the entire document	IBER	
		choroughly and complete all necessary		
4200 Surface Road				
Columbus, OH 43228-1395		requirements.		
Attn: Bid Desk				
REQ./INDEX NO.	BID NOTICE DATE			
GDC093	09/19/2017			
SELECT YOUR PREFERRED METHOD OF RECEIVING PURCHASE ORDERS AND ENTER THE E-MAIL OR FAX NUMBER INFORMATION (ONLY SELECT ONE METHOD)				
□ E-Mail □ Fax				
In addition to the standard terms for payment, the payment terms for state agency(ies) will be 2%,10 Days, Net 30 Days unless otherwise stated in the following space. If no discount is offered, bidder should circle "Net 30 Days"%,Days, Net 30 Days				
PARTICIPATING AGENCY(IES): ALL STATE AGENCIES, AND PROPERLY REGISTERED COUNTIES, TOWNSHIPS, MUNICIPAL CORPORATIONS, REGIONAL TRANSIT AUTHORITIES, REGIONAL AIRPORT AUTHORITIES, PORT AUTHORITIES, SCHOOL DISTRICTS, CONSERVANCY DISTRICTS, TOWNSHIP PARK DISTRICTS AND PARK DISTRICTS, PURSUANT TO SECTION 125.04(B) OF THE OHIO REVISED CODE, THE COOPERATIVE PURCHASING ACT. STATE UNIVERSITIES, STATE VOCATIONAL SCHOOLS, STATE COMMUNITY COLLEGES OR OTHER INSTITUTIONS OF HIGHER EDUCATION MAY USE THESE CONTRACTS. SUCH USE, HOWEVER, IS BASED UPON EACH ENTITY'S PROCUREMENT AUTHORITY.				
MINORITY SET-ASIDE BID IN ACCORDANCE WITH ORC CH. 125.081				

THE DEPARTMENT OF ADMINISTRATIVE SERVICES, OFFICE OF PROCUREMENT SERVICES, IS SOLICITING BIDS FOR:

NEW MODEL VEAD 2010 OD MANUEACTUDED'S CUIDDENT DOODUCTION MODEL. TOUCKS AND CADGO VANS

Submissions for Bid Opening

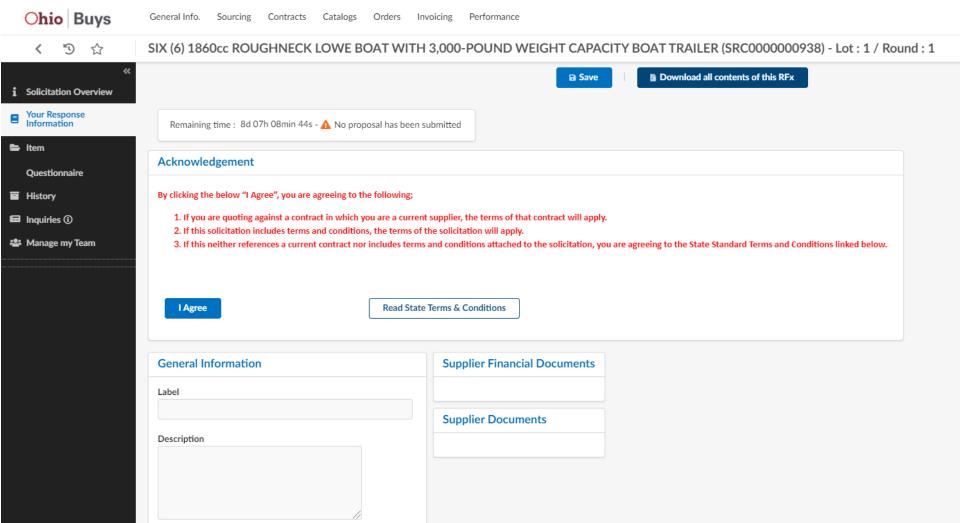
Mail or deliver to:

General Services Division
Office of Procurement Services
4200 Surface Road
Columbus, OH 43228-1395
Attn: Bid Desk

- Bids are opened at 1:00 PM EST on Mondays, Wednesdays, and Fridays as noted on the procurement website
- Bids are certified by an attending State Auditor



Viewing Ohio|Buys Solicitations



Responding to an Invitation to Bid

- Agree to the Terms & Conditions and confirm that you intend to bid
- Submit any inquiries for clarification, if needed
- Respond to Questionnaire tabs and Item grids
- Attach any requested information
- Submit your proposal
- Be prepared to respond to any clarifications requested by the State



Responding to an Invitation to Bid

- MBE and Veteran-certified suppliers must be certified at the time of bid opening
- For bids posted in Ohio|Buys, responses must be submitted through the system
- Responses must be received prior to the end date/time to be considered for award



Bid Opening

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Evaluation Process Begins

- Bids received are delivered to the assigned analyst
- Bidders may not communicate with the state regarding the solicitations during the evaluation time unless contacted by the Office of Procurement Services

The Award

- The Invitation to Bid is awarded to the lowest responsive and responsible bidder
- The awarded contract will be posted to the Ohio|Buys public portal



Responding to a Request for Proposal

Responding to a Request for Proposal

- A RFP is awarded as a "Best Value" rather than Low Bid
- Offerors will receive scores as indicated in the solicitation (i.e., areas of experience, references, and proposed solution to Scope of Work requirements)

Parts of a Request for Proposal

- Executive Summary (with Calendar of Events)
- Structure of the RFP (Contents)
- General Instructions (Inquiries, Submittals)
- Evaluation (How the proposals will be evaluated/scored)
- Award of Contract



Attachments of a Request for Proposal

- Work Requirements and Special Provisions (Scope of Work)
- Proposal Requirements (Format/Components of a complete proposal)
- General Terms and Conditions
- Contract (Actual Contract to be signed)
- 5. Offeror Profile/Prior Projects (Company qualifications)

- 6. Offeror References (Company references)
- 7. Offeror's Candidate
 References/Education/Training/
 Experience (Individual Offeror employees who will be assigned to the job)
- 8. Offeror Performance Form (Past Performance Questionnaire)
- Cost Summary Form



Submission of Proposal

- Clearly mark the proposal # on envelope/boxes
- Mail or deliver to:

General Services Division

Office of Procurement Services

4200 Surface Road

Columbus, OH 43228-1395

Attn: Bid Desk

*Please note, 2 separate sealed envelops/packages separately containing the technical proposal, and the cost proposal.



Proposal Opening

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Additional Resources

Ohio Buys Home

Ohio|Buys Public Solicitations

Procurement Opportunities

Supplier Portal

Equal Opportunity Division

EOD Projected Expenditures

Ohio Interactive Budget

State of Ohio Map of Counties

State of Ohio Procurement

Ohio|Buys Supplier Training & Resources

Ohio Buys Supplier FAQs

Supplier Portal FAQs and Help

Department of Development

Ohio Department of Transportation

State Printing and Mail Services

Ohio Facilities Construction Commission



OhioBuys Supplier Webinars

Click Here for Webinar and Training Links

Date & Time	Topic	Webinar Meeting Invitation Link to Download
Friday, October 15 10:00AM-11:00AM	Access & Solicitations	Supplier Webinar #89 <u>Download Calendar Invite & Supporting Documents</u> <u>Click Here to Join the Meeting</u>
Friday, October 22 10:00AM-11:00AM	Access & Solicitations	Supplier Webinar #90 Download Calendar Invite & Supporting Documents Click Here to Join the Meeting
Friday, October 29 10:00AM-11:00AM	Access & Solicitations	Supplier Webinar #91 Download Calendar Invite & Supporting Documents Click Here to Join the Meeting
Friday, November 5 10:00AM-11:00AM	Access & Solicitations	Supplier Webinar #92 Click here to join the meeting
Friday, November 19 10:00AM-11:00AM	Access & Solicitations	Supplier Webinar #93 Click here to join the meeting



For questions following this session, please contact:

Ohio Department of Administrative Services
Office of Procurement Services

Bid Desk

(614) 466–5090

or

bid.statepurchasing@das.ohio.gov

