

VENDOR PROPOSAL REQUIREMENT QUESTIONS – PROCUREMENT MODERNIZATION RFI

NDERFI2303

Nebraska Department of Education

Date of Submission:	Bidder:
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REQUIREMENTS MATRIX

The vendor questions must be completed by the bidder and provide responses prior to demo session. Bidders must comply with the following instructions for completing the Vendor Proposal Requirement Matrix:

1. MATRIX INSTRUCTIONS

- a. Each item below **REQUIRES** a response by the bidder in one of the response columns or check box.
- b. Part I and Part III have only one bidder response. Please use bidder response to provide detailed explanation for all the questions in that part.
- c. Part IV has third option as “Cost Involved”. Please provide the estimated cost in that column.
- d. Each item can have only **ONE** response selected in the response columns and do not select check box if the services are not provided.
- e. Allowable responses (in right-hand response columns of matrix) are limited to:
 - i. **YES/WILL COMPLY:** This indicates bidder is in full agreement with the requirement, will fully comply with the requirement and/or the requested item, service or feature is currently available and will be provided under any contract resulting from this Request for Information.
 - ii. **NO/CANNOT COMPLY:** This indicates bidder cannot or will not meet the requirement or requested item, service, or feature.
 - iii. **OTHER/PARTIAL COMPLIANCE:** This indicates bidder can and will partially meet the requirement or requested item, service, or feature, to the extent specifically described in the “Bidder Response” section following the numbered item or provide an ‘acceptable alternative’. Alternatives must be detailed in such a way that allows such deviations to be fully evaluated. The State of Nebraska shall determine at its sole discretion whether the vendor’s alternative is an acceptable alternative.
- f. Allowable responses (in right-hand response columns of matrix) are limited to:
 - i. If multiple responses are given for a single numbered item, the response will be scored as a “No”.

- ii. All responses of “Yes” or “Other” MUST include details of functionality and how the functionality will be implemented in the proposed solution in the “Bidders Response” section following each numbered item.
- iii. Any items with a response of “Other” but with no Bidder Response, will be scored as a “No”.
- g. In part V, Demo Plan with possible date and time slots (please provide 2 date and time slots based on your availability between July 5th – July 14th, 2023).

PART I:

EXECUTIVE SUMMARY		Yes	No	Other
a.	Provide the list of Executives/Directors of the organization			
Bidder's Response:				

PART II:

CORPORATE OVERVIEW		Yes	No	Other
a.	Provide the organization experience with Government Sector			
Bidder's Response:				
b.	Provide reference of the government agency who you worked with & the project/service that got timely completed/implemented			
Bidder's Response:				
c.	Provide the project/service details that you worked on with the government agency			
Bidder's Response:				

d.	High level fiscal information of the vendor for the past 5 years			
Bidder's Response:				
e.	Provide details of conflict of interest, Legal entity, Tax no. of the organization			
Bidder's Response:				

PART III:

TECHNICAL PROPOSAL	
<p>Solution proposal & areas of coverage</p> <ul style="list-style-type: none"> • Procurement of Goods <input type="checkbox"/> • Procurement of Services <input type="checkbox"/> • Budget & grants management <input type="checkbox"/> • Contract creation <input type="checkbox"/> • Workflow process development & access permission needs for review/approval <input type="checkbox"/> • Purchase request Billing/Invoicing, payment processing and tracking <input type="checkbox"/> • Records Retention/retrieval and disaster recovery <input type="checkbox"/> • Performance Monitoring, data privacy/security, and Auditing <input type="checkbox"/> 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<p>Solution type:</p> <ul style="list-style-type: none"> • Cloud based solution <input type="checkbox"/> • On perm-based solution <input type="checkbox"/> • Web-based solution <input type="checkbox"/> 	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Bidder's Response:	

PART IV:

COST PROPOSAL MATRIX		Yes	No	Cost Involved (USD)
a.	License cost involved			

Bidder's Response:			
b.	Privacy & security features cost involved		
Bidder's Response:			
c.	Training cost involved for training the performing teammates		
Bidder's Response:			
d.	Project management/consulting cost involved		
Bidder's Response:			
e.	Implementation cost involved		
Bidder's Response:			
f.	Post implementation cost involved		
Bidder's Response:			
g.	Backup & disaster recovery support cost involved		
Bidder's Response:			
h.	Ongoing staffing needs to perform duties involved		
Bidder's Response:			
i.	Maintenance cost involved		
Bidder's Response:			
j.	Ongoing cost involved		
Bidder's Response:			
k.	Any other cost involved. Please specify details in response		
Bidder's Response:			
l.	Overall cost involved for next 5 years		
Bidder's Response:			

PART V:

DEMO SESSION
Bidder's Demo Plan with possible date and time slots (please provide 2 date and time slots based on your availability between July 5 th – July 14 th , 2023):