

Event Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time		Finish Time	
03/13/2024 08:25:52 CDT		04/01/2024 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: TBI
Call for Shipping Information
United States

Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Event Description

Procurement Contact: Stephen Seibert p. 615-253-2187.
Email: Stephen.Seibert@tn.gov

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST
Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST
(Maintain supplier information)

Central Procurement Office Website: <https://www.tn.gov/generalservices/procurement.html>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

General Questions

Question	UOM	Best	Worst	Response
How many days after receipt of purchase order will it take to deliver item(s)?		0		<input type="text"/>

Required: Yes Mandatory ResponseNo

Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."

Required: Yes Mandatory ResponseNo

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time		Finish Time	
03/13/2024 08:25:52 CDT		04/01/2024 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: TBI
Call for Shipping Information
United States

Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time		Finish Time	
03/13/2024 08:25:52 CDT		04/01/2024 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: TBI
Call for Shipping Information
United States

Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please enter the number of days, from the bid opening date, after which your bid offer will expire:

0

Required: Yes Mandatory ResponseNo

Response Comments

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Yes

Required: Yes Mandatory ResponseYes

Response Comments

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-public-information-library.html>

Required: Yes Mandatory ResponseNo

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time	Finish Time		
03/13/2024 08:25:52 CDT	04/01/2024 14:00:00 CDT		

Bidder: PUBLIC EVENT DETAILS
Submit To: TBI
Call for Shipping Information
United States
Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to capture Respondents' assessments of CPO procurement processes. Your responses will remain anonymous, and will have no bearing or consideration on contract award.

<https://www.surveymonkey.com/r/stateoftncpocustomer>

Required: No Mandatory ResponseNo

Response Comments

Please list the following information:

- List the Contract Administrator's Name
- List the Contract Administrator's Address
- List the Contract Administrator's Phone Number
- List the Respondent's Toll Free Phone Number
- List the Contract Administrator's Pager or Cell Number
- List the Contract Administrator's Email Address
- List the Respondent's Website

Required: Yes Mandatory ResponseNo

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time		Finish Time	
03/13/2024 08:25:52 CDT		04/01/2024 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS
Submit To: TBI
Call for Shipping Information
United States
Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Line Details

Line: 1 **Item ID:** **Line Qty:** 2500 **UOM:** Box **Bid Qty:**
Required: Yes **Reserve Price:** No

Description: 18 INCH BOX OF RECORDS, TO BE PICKED UP, DIGITALLY SCANNED, HELD FOR UP TO ONE (1) YEAR, AND THEN DESTROYED. PER ATTACHED SPECIFICATIONS.

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>

Required: Yes **Mandatory Response:** No

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time	Finish Time		
03/13/2024 08:25:52 CDT	04/01/2024 14:00:00 CDT		

Bidder: PUBLIC EVENT DETAILS
Submit To: TBI
Call for Shipping Information
United States
Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder Information

Firm Name:		
Name:	Signature:	Date:
Phone #:	Fax #:	
Street Address:		
City & State:	Zip Code:	
Email:		

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	7
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time	Finish Time		
03/13/2024 08:25:52 CDT	04/01/2024 14:00:00 CDT		

Bidder: PUBLIC EVENT DETAILS
Submit To: TBI
Call for Shipping Information
United States
Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Appendix A - Line Specifications

Line: 1 **Item ID:** **Line Qty:** 2500 **UOM:** Box
Description: 18 INCH BOX OF RECORDS, TO BE PICKED UP, DIGITALLY SCANNED, HELD FOR UP TO ONE (1) YEAR, AND THEN DESTROYED. PER ATTACHED SPECIFICATIONS.

Item Specifications

Manufacturer:
Mfg Item ID:
Item Length: 0 **Item Height:** 0
Item Width: 0 **Dimension UOM:**
Item Volume: 0 **Volume UOM:**
Item Weight: 0 **Weight UOM:**
Item Size: **Item Color:**

Shipping Information

Schedule: 1 **Ship To:** TBI
Quantity: 2500 SHIP TO AS PER ATTACHED
Due Date: 04/01/2024 SEE SPECIFICATIONS
Freight Terms: XXX TN
Ship Via: Best Option Available United States

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34800-0000013260	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
Digitization Project			
Start Time	Finish Time		
03/13/2024 08:25:52 CDT	04/01/2024 14:00:00 CDT		

Bidder: PUBLIC EVENT DETAILS
Submit To: TBI
Call for Shipping Information
United States
Contact: Stephen Seibert
Phone: (615) 253-2187
Email: stephen.seibert@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration
312 Rosa L. Parks Ave.
21st Floor Tennessee Tower
ATTN: Supplier Maintenance
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016