

Event Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
34501-0000011869	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
Employment and Income Verification Services			
Start Time		Finish Time	
05/04/2021 08:00:00 CDT		05/25/2021 14:30:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: Human Services
Call for Shipping Information
United States

Contact: Michael Leitzke
Phone: 615/741-5666
Email: michael.s.leitzke@tn.gov

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

Event Description

This event is to bid a one (1) year contract for Employment and Income Verification Services for the Tennessee Department of Human Services.

Specifications and terms & conditions are attached.

Agency Contact: Gib Coombs gib.coombs@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 <http://www.edison.tn.gov/> and click the link to the Supplier Portal Home Page. Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Internet Explorer and Firefox are the recommended browsers to access the Supplier Portal and bid on events. Google Chrome is not supported and should not be used. 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: <http://www.edison.tn.gov> (Maintain supplier information)

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

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
Please list the following information regarding your company's contract administrator.				
List the Contract Administrator's Name				
List the Contract Administrator's Address				
List the Contract Administrator's Phone Number				
List the Contract Administrator's Toll Free Phone Number				
List the Contract Administrator's Pager or Cell Number				
List the Contract Administrator's Email Address				
List the Contract Administrator's Website				

Required: Yes Mandatory ResponseNo

Event Details (cont.)

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34501-0000011869	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
Employment and Income Verification Services			
Start Time	Finish Time		
05/04/2021 08:00:00 CDT	05/25/2021 14:30:00 CDT		

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Response Comments

Associated Terms:

Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

Please upload your State of Tennessee Revenue Registration

Required: Yes Mandatory Response:No

**A file attachment is required to satisfy this question.
Your bid will need to be edited online to include attachment responses.**
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".

Yes

Required: Yes Mandatory Response:Yes

Response Comments

Iran Divestment Act. By submission of this response, each respondent and each person signing on behalf of any bidder 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 bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Yes

Required: Yes Mandatory Response:Yes

Event Details (cont.)

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Event Round	Version		
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Event Name			
Employment and Income Verification Services			
Start Time		Finish Time	
05/04/2021 08:00:00 CDT		05/25/2021 14:30:00 CDT	

Bidder: PUBLIC EVENT DETAILS

Submit To: Human Services
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United States

Contact: Michael Leitzke
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Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
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The bidder shall indicate their standard warranty period

List the Standard Warranty Period

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms: **Warranty Period**
Bidder shall indicate their standard warranty period

The bidder shall indicate whether or not they plan to sub-contract

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, please include the following for each.

List the Sub-Contractor's Name
List the Sub-Contractor's Address
List the Sub-Contractor's Contact Person
List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms: **Subcontracting**
The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Event Details (cont.)

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Event ID	Format	Type	Page
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Event Round	Version		
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Employment and Income Verification Services			
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05/04/2021 08:00:00 CDT	05/25/2021 14:30:00 CDT		

Bidder: PUBLIC EVENT DETAILS
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United States
Contact: Michael Leitzke
Phone: 615/741-5666
Email: michael.s.leitzke@tn.gov

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

Please enter the number of days that your bid offer will expire from the bid opening date:

0

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Bid Offer Expiration

Enter the expiration date of your bid offer in the space provided on this Invitation to Bid. A minimum period of thirty (30) days from the bid closing date is requested. The state shall have sixty (60) days to accept the bid if a minimum period is not stated.

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

Event Details (cont.)

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Question	UOM	Best	Worst	Response
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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 Response:No

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 Response:Yes

Response Comments

Event Details (cont.)

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Event Round 1	Version 1		
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Event Currency: US Dollar
Bids allowed in other currency: No

Line Details

Line: 1 **Item ID:** 1000142105 **Line Qty:** 12.00 **UOM:** Month
Required: Yes **Reserve Price:** No

Bid Qty: 12

Description: Income Web Base Verifications Subscription

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes Mandatory Response: No				

Response Comments

Line: 2 **Item ID:** 1000194034 **Line Qty:** 12.00 **UOM:** Month
Required: Yes **Reserve Price:** No

Bid Qty: 12

Description: Employment and Income Verification Services, Web Based, Account Service Fee

Question	UOM	Best	Worst	Response
What is the unit price of this item?				
Required: Yes Mandatory Response: No				

Response Comments

Event Details (cont.)

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United States
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Email: michael.s.leitzke@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.)

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Email: michael.s.leitzke@tn.gov

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

Appendix A - Line Specifications

Line: 1 **Item ID:** 1000142105 **Line Qty:** 12 **UOM:** Month
Description: Income Web Base Verifications Subscription

Item Specifications

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

Shipping Information

Schedule:	1	Ship To:	Mail room
Quantity:	12		505 Deaderick Street
Due Date:	05/04/2021		Mail room Floor 13
Freight Terms:			NASHVILLE TN 37243-1403
Ship Via:	Best Option Available		United States

Line: 2 **Item ID:** 1000194034 **Line Qty:** 12 **UOM:** Month
Description: Employment and Income Verification Services, Web Based, Account Service Fee

Item Specifications

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

Shipping Information

Schedule:	1	Ship To:	Mail room
Quantity:	12		505 Deaderick Street
Due Date:	05/04/2021		Mail room Floor 13
Freight Terms:			NASHVILLE TN 37243-1403
Ship Via:	Best Option Available		United States

Event Details (cont.)

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1	1		
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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