

Request for Proposals (RFP) Overview

Sealed responses for Delaware State University's RFP for "Online courses instructional design and subject matter expertise - Contract No. 18-08-15-12" will be received by the Delaware State University, Office of Contracts and Data Administration, Room Number 103, Facilities Management Building, Attention: Zafar Chaudhry, Associate Vice President, 1200 North DuPont Highway, Dover, DE 19901-2277. Bidder bears the risk of late delivery or delivery at wrong location of the University. Any response received after the stated time will not be entertained. The outer envelope should clearly indicate: "DSU RFP for Online courses instructional design and subject matter expertise - Contract No. 18-08-15-12."

Summary of Events and Dates:

The proposed schedule of events subject to the RFP is outlined below:

Deadline for Questions	July 20, 2018 at 10:00 AM (Local Time)
Response to Questions Posted by	July 26, 2018
Deadline for Receipt of Proposals	August 01, 2018 at 3:00 PM (Local Time)
Estimated Notification of Award	Date: TBD
Estimated Contract Start Date	August 15, 2018

* Each of the above date is subject to change. Local time means State of Delaware local time.

Note: All questions shall be in writing and sent to zchaudhry@desu.edu as per the format listed in the RFP.

Bidder bears the risk of incomplete response, late delivery or delivery at wrong location of the University other than specified in this RFP.

The contract resulting from this RFP shall be effective for one year from date of award. The contract will be renewable for up to four additional one-year periods, if needed. Annual renewal shall be contingent upon the University's satisfaction with the services performed.

Each proposal must be submitted with one original paper copy and one electronic copy on USB memory stick.

There will be a NO mandatory pre-bid meeting.

Bid bond requirement for this proposal has been waived.

Bidders will not be subject to discrimination on the basis of race, creed, color, sex, sexual orientation, gender identity or national origin in consideration of this award, and Minority Business Enterprises, Disadvantaged Business Enterprises, Women-Owned Business Enterprises and Veteran-Owned Business Enterprises will be afforded full opportunity to submit bids on this contract. Delaware State University reserves the right to reject any or all bids and to waive any informalities therein.

END OF ADVERTISEMENT FOR BIDS