

Entity Name: South Dakota State Government
Event Number: 8958
Event ID: 23RFP8958
Event Name: Div of Rehabilitation Services-Vocational Rehabilitation Outreach
Requested By: Missy Schuetzle
Created By: Missy Schuetzle
Due By Date: 09/01/2023 05:00 PM Central Time
Q&A Cutoff Date: 07/17/2023 10:51 AM Central Time
Invitation Type: Invitation Only
Assigned Commodities: 918-76 Marketing Consulting
Allow Supplier Terms and Conditions: No
Public Responses: No
Display Awardee: Display
Posting Board Status: Published
Event Status: Event Under Review

Section #: Name:

1 Section 1 - 23RFP8958

"Response to Offeror's Questions" Document attached.

Do not submit responses through ESM Sourcing as this is for informational purposes only. Please download the attached RFP document and follow submittal instructions.

1.0 GENERAL INFORMATION

1.1 PURPOSE OF REQUEST FOR PROPOSAL (RFP)

The Department of Human Services' Division of Rehabilitation Services (DRS) is seeking the professional services of a marketing agency to work as a collaborative partner to conduct a market analysis and utilize this research to develop, implement, manage and evaluate a comprehensive outreach marketing program to raise awareness of DRS programs and services.

1.2 ISSUING OFFICE AND RFP REFERENCE NUMBER

The Department of Human Services/ Division of Rehabilitation Services is the issuing office for this document and all subsequent addenda relating to it, on behalf of the State of South Dakota, Department of Human Services/ Division of Rehabilitation Services. The reference number for the transaction is RFP #23RFP8958. This number must be referred to on all proposals, correspondence, and documentation relating to the RFP.

1.3 SCHEDULE OF ACTIVITIES (SUBJECT TO CHANGE)

RFP Publication: July 17, 2023

Offeror Questions Due: August 1, 2023, 5pm central time

Responses to Offeror Questions: August 8, 2023

Proposal Submission: Sept 1, 2023, 5pm central time

Oral Presentations/discussions (if required): Oct 5, 2023

Anticipated Award Decision/Contract Negotiation: Nov 10, 2023

1.4 SUBMITTING YOUR PROPOSAL

All proposals must be completed and received in the Department of Human Services by the date and time indicated in the Schedule of Activities.

Proposals received after the deadline will be late and ineligible for consideration.

An original and 2 identical copies of the proposal shall be submitted.

All proposals must be signed, in ink, by an officer of the responder, legally authorized to bind the responder to the proposal, and sealed in the form intended by the respondent. Proposals that are not properly signed may be rejected. The sealed envelope should be marked with the appropriate RFP Number and Title. Proposals should be addressed and labeled as follows:

REQUEST FOR PROPOSAL #23RFP8958

PROPOSAL DUE September 1st

STATE POC Eric Weiss

Department of Human Services/ Division of Rehabilitation Services

3800 E Highway 34, c/o 500 E Capitol

Pierre, SD 57501

No proposal shall be accepted from, or no contract or purchase order shall be awarded to any person, firm or corporation that is in arrears

upon any obligations to the State of South Dakota, or that otherwise may be deemed irresponsible or unreliable by the State of South Dakota.

Terms and Conditions

ESM Sourcing Terms

None

General Terms and Conditions

None

Event Specific Terms and Conditions

Please see attached RFP Document.