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**Entity Name:** University of Tennessee  
**Event Number:** 10587  
**Event ID:** 3876558-03/06/2024 09:35-Ekti  
**Event Name:** RFP : Audit Compliance Services for UTK WUOT Radio  
**Requested By:** Lindsey Ekti  
**Created By:** Logan Hurt  
**Due By Date:** 04/29/2024 02:00 PM Eastern Time  
**Effective Start Date:**  
**Effective End Date:**  
**Q&A Cutoff Date:** 03/21/2024 8:30 AM Eastern Time  
**Invitation Type:** Open Invitation  
**Assigned Commodities:** none  
**Allow Supplier Terms and Conditions:** No  
**Public Responses:** No  
**Display Awardee:** Hide  
**Posting Board Status:** Published  
**Event Status:** Event Under Review

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**Section #: Name:**

**1 Section 1 - RFP Instructions**

This section is for informational purposes only. Please follow these instructions to respond to this RFP:

1. Please download the attached RFP document(s).
2. When responding, please enter your responses in the Word document itself. If an Excel spreadsheet is attached, please enter your cost responses in the Excel spreadsheet.
3. Separate the Word document into two separate Word documents: one containing your technical proposal and the other containing your cost proposal.
4. You will attach your Word or Excel documents in Event Section 2.
5. Please attach two **separate** documents when responding to this RFP: (a) technical proposal, and (b) cost proposal.
6. Please attach your responses in the original file format (for example, Word or Excel).
7. Name your technical proposal "Technical Proposal," and your cost proposal "Cost Proposal." Do not include cost information in your technical response.
8. In Event Section 2, please enter \$0.01 as your cost response. This serves as a placeholder for the actual cost you will be submitting in your cost proposal. Only the cost in your cost proposal that will be evaluated.

**2 Section 2 - Line Item**

Please see file Event 3876558-03/06/2024 09:35-Ekti - Line Item List.xlsx

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**Terms and Conditions**

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**ESM Sourcing Terms**

None

**General Terms and Conditions**

The terms and conditions that govern this solicitation are contained in Schedule 1 of the solicitation document.

**Event Specific Terms and Conditions**

None