



**Request for Best and Final Offer**

RFP # 615190 for ERP Solution

Issued: April 25, 2017

Responses Due: May 2, 2017, 2:30 pm Central Time

## Submission of RFBAFO Response

### Communications

All communications regarding this Request for Best and Final Offer (RFBAFO) must be directed to the following Coordinator, who is the System's only official point of contact for this RFBAFO.

Linda K. Fast, APO, CPPO, CPPB  
Manager of Procurement Services  
University of Arkansas, Fayetteville  
Office of Business Services  
lfast@uark.edu

**Unauthorized contact regarding this RFBAFO with employees or officials of the System other than the Coordinator detailed above may result in Vendor's immediate disqualification from this procurement process.**

### Submission Content

In its response to this RFBAFO, the Vendor must respond to the following section of this document in its entirety:

Response Items

The System encourages Vendors to respond to all items as concisely and economically as possible. A letter format for the response is acceptable.

### Submission Delivery

ALL VENDORS' RESPONSES MUST BE RECEIVED FOR REVIEW AND EVALUATION BY THE SYSTEM NO LATER THAN THE TIME/DATE SHOWN ON COVER OF THIS RFBAFO. Submissions received after this deadline will not be accepted. The date and time received will be recorded on each proposal.

The Cost Proposal must be submitted in Microsoft Excel format. Any supporting narrative, if needed, may be in Microsoft Word or PDF format. Email all responses to the Procurement Coordinator listed above.

## Introduction

This Request for Best and Final Offer (RFBAFO) is part of the evaluation process for Solicitation # 615190, ERP Solution for the University of Arkansas System (the System). The System has received and evaluated submissions from four participating Proposers in response to the System's Request for Written Clarifications and Request for Cost Clarifications.

The RFBAFO process will consist of the evaluation of the revisions to the Cost Proposal as requested in this document.

## Response Items

### 1. Revised Product Costing

The University of Arkansas System is facing strong budget constraints, and affordability is a significant factor in its ability to contract for new software in the critical student support and business areas specified in this RFP.

**Response:**

Using the Excel cost workbook from the Cost Clarifications, provide your firm's quote for a Best and Final Offer. Any new or different assumptions that affect the cost must be highlighted and explained, either on the worksheet or in a separate narrative response. (Note: As requested in the Cost Clarifications, the Proposer should continue to assume that all institutions will deploy all proposed products immediately. This assumption is for costing comparison purposes only; the System expects to use a more realistic phased-in approach to software deployment.)

### 2. Other Incentives

Are there other incentives available to the System at this time?

**Response:**

Provide a description of all additional pricing incentives (if any) that are available to the System at this time.