

East Baton Rouge Council on Aging

**NOTICE OF REQUEST FOR PROPOSALS
RFP No. 05-02018-ITSS-03**

Information Technology Support Services

The East Baton Rouge Council on Aging (EBRCOA) is inviting proposals and statements of qualifications from interested and qualified firms, to provide for professional information technology services for the period of May 2018 to April 2020, with an agency-optional one (1) year extension, if agreed by both the COA and the selected firm.

The selected firm will enable the COA to significantly enhance its information technology (IT) effectiveness, improve its quality of services to clients, minimize its support cost, and maximize return on its investment in (IT).

<p>EBRCOA CONTACT PERSON:</p>	<p>Please refer all inquiries regarding this Scope of Work to:</p> <p>https://ha.economicengine.com/requests.html?company_id=60574</p>
<p>HOW TO OBTAIN THE RFP DOCUMENTS: (Job Specifications)</p> <p>*This procurement complies with: R.S. 39:198; R.S. 39:199; 38:2234; and 38:2237</p>	<p>RFP documents can be picked up at the EBRCOA administrative office, located at 5790 Florida Blvd., Baton Rouge, LA 70806.</p> <p>Documents can also be emailed or faxed upon request. Specifications may be viewed and downloaded at:</p> <p>https://ha.economicengine.com/requests.html?company_id=60574</p>
<p>PRE-PROPOSAL CONFERENCE:</p> <p>RFP INQUIRIES: (Until March 28th, 2018 by 1:00 pm CST)</p>	<p>No pre-submission meeting will be held for this RFP.</p> <p>https://ha.economicengine.com/requests.html?company_id=60574</p>
<p>PROPOSAL SUBMITTAL RETURN:</p>	<p>The East Baton Rouge Council on Aging. One (1) original and three (3) proposal copies shall be either mailed or hand delivered in sealed envelope or box to the above address. (See detailed submission requirements) Packages shall state on the front: (EBRCOA Information Technology RFP)</p>
<p>PROPOSAL SUBMITTAL DEADLINE:</p>	<p>Monday, April 9th, 2018 at 11:00 a.m.</p>
<p style="text-align: center;">[Minority-owned, veteran-owned, DBEs, and Minority Women Business Enterprises (MWNEs) are encouraged to respond]</p>	