



PURCHASING AND SUPPLY SERVICES

Keith Stewart, Director | keith.stewart@pgcps.org
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Notification to Bidders

TO: ALL INTERESTED BIDDERS

DATE: April 11, 2023

SUBJECT: RFP 004-23 Sign Language Interpreting Services

The pre-proposal meeting for the above-referenced RFP was held on Friday, March 17, 2023, at 11:00 am and no questions were received. In addition, interested Offerors did not submit questions via email. Therefore, PGCPS will not issue an addendum for this solicitation.

Offerors shall submit proposals in accordance with instructions detailed in the RFP. For your convenience below please find a summary of the submission instructions (additional instructions are located on page 13 of the RFP that must be adhered to):

Summary of Submission Requirements:

Electronically via eMaryland Marketplace Advantage:

<https://emma.maryland.gov/page.aspx/en/usr/login?ReturnUrl=%2fpage.aspx%2fen%2fbuy%2fhomepage>

Proposal Submission Date: April 13, 2023, at 2:00 p.m. EST.

It is the Offeror's responsibility to submit their proposals on time via the electronic portal. It is also the Respondent's responsibility to ensure the proposal has been uploaded properly on eMMA. Therefore, as confirmation of Offeror's proposal submission via eMMA, all Offerors must provide a copy of the proposal upload acknowledgment generated by eMMA.

The eMMA acknowledgment must be provided to PGCPS not later than the due date of the proposal submission. The eMMA acknowledgment shall be sent to:

Iris.Redmon@pgcps.org
Donna.Parks@pgcps.org
Diane.Forde@pgcps.org