Pre-Solicitation Meeting

RFP 752-21-250588DH
Title Impedance Analyzer and other RF Equipment for UNT Electrical Engineering
June 24, 2021
9:00 am

*In the case of a conflict between this presentation and the solicitation document, the solicitation document takes
• Introductions
• Project Description
• Evaluation Criteria
• Schedule of key Events
• Historically Underutilized Business Subcontracting Plan
• Submittal of Proposals
• Questions
• Strategic Sourcing Contact: Denise Harpool
  • denise.harpool@untsystem.edu

• HUB Analyst: Aurika Weaver-White
  • Aurika.weaver-white@untsystem.edu

• Department Contact:
UNTS is seeking proposals for Impedance Analyzer Equipment and other RF Equipment (NIGP commodity code 490-29 : 493-00).

The University of North Texas Electrical Engineering Department has the need for additional updated equipment with increased enrollment in RF/Microwave related courses.
2.3.1 Ability to meet all required deadlines (8/20/21)
2.3.2 The Vendors relevant experience, qualifications, and success in providing the goods and services outlined in this RFP. (Equipment meets specification requirements)
2.3.3 The Vendors financial proposal including, but not limited to discounts, services and other charges/fees. (Pricing)
2.3.4 The Vendors references as outlined in this RFP. (3)
<table>
<thead>
<tr>
<th>Event Description</th>
<th>Date and Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Deadline for Questions</td>
<td>July 1, 2021 2:00 pm</td>
</tr>
<tr>
<td>Questions &amp; Answers Posted</td>
<td>July 8, 2021 5:00 pm</td>
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<tr>
<td>Deadline for Submittals</td>
<td>July 15, 2021 2:00 pm</td>
</tr>
<tr>
<td>Deadline for HSP</td>
<td>Not required</td>
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*All times are local*
We have determined that a Historically Underutilized Business Subcontracting Plan (HSP) is not required with this proposal.

Please direct all questions regarding the UNT System HUB Program or the HSP to the HUB Specialist listed on Page 3.
Submittal of Proposals

- Responses may be mailed or hand-delivered to:
  University of North Texas System
  Care of Denise Harpool
  1112 Dallas Drive, Suite 4000
  Denton, TX 76205

- Envelope/container instructions:
  - Proposal number, company name, and due date to be marked clearly on the lower left hand corner of the package
  - Proposal must contain/include:
    - Bid response documents and HSP (if specified), each in a separate sealed/marked sub-container
    - Signed proposal
    - USB flash-drive containing electronic version of the entire proposal
Questions

• Questions are not accepted or answered in this pre-solicitation meeting
• Questions must be submitted via email to the sourcing professional listed on Page 3
• Communicating with other UNT System or component institution team members may result in disqualification from the solicitation process.
• Refer to the Schedule of Key Events on page 4 for question and answer due dates
• Questions and answers will be posted to the UNT System bid page at untsystem.edu/bids and txsmartbuy.com
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