

**REQUEST FOR PROPOSALS
FOR A DOCUMENT IMAGING SOLUTION INCLUDING CONVERSION OF
EXISTING ELECTRONIC DOCUMENTS
RFP #21-004-51**

Northwest Mississippi Community College is issuing a Request for Proposals to purchase an Electronic Document Imaging Solution including the Conversion of Existing Electronic Documents and Implementation. Qualified entities are invited to submit proposals, in accordance with this request, to Northwest Mississippi Community College at 4975 Highway 51 North, Senatobia, MS 38668, not later than 11:00 a.m. local time on Friday, April 2, 2021. The proposals will be opened and reviewed by a committee at the Northwest Mississippi Community College in Senatobia, Mississippi. The contract will be awarded to the responsible vendor whose proposal is within the competitive range and determined to be the most advantageous to the project. For factors to be considered and to request an INFO TO PROPOSER PACKET for RFP #21-004-51, please contact Ruth Dunlap, Northwest Mississippi Community College Purchasing Agent at rdunlap@northwestms.edu. Submission of proposals for this solicitation may also be done electronically through the Central Bidding website. Proposals must be submitted at www.centralbidding.com. Those desiring consideration may also submit 1 original proposal and 4 copies. All proposals must be submitted by 11:00 a.m. local time on Friday, April 2, 2021.

Northwest Mississippi Community College is an Equal Opportunity Employer.

Northwest Mississippi Community College encourages Minority-owned Business Enterprises (MBEs) and Woman-owned Business Enterprises (WBEs) to submit proposals.

Subject to funding award(s) and the removal of all environmental conditions, Northwest Mississippi Community College will award the applicable contract to the qualified individual or firm whose proposal has the highest number of cumulative points issued by the selection committee and determined to be the most advantageous to the college, all factors considered.

The contract will include scope and extent of work and other essential requirements. Northwest Mississippi Community College reserves the right to reject any or all proposals and to waive any irregularities in the proposals or the submission process.

***Run Dates: March 16, 2021
March 23, 2021***