



Lower Connecticut River Valley Council of Governments

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Questions on RiverCOG RFP for Regional Document Digitization

Question 12/27/21: . In the RFP, it states the due date is January 14th 4:00 PM, but in the CT Source portal it has the end date as 1/21 @ 4:00 PM.

Answer: The due date is January 14th.

****Please note that we attempted to change the due date in the CT Source (DAS Portal) but were unable to change the date******

Submissions made after January 14, 2022 but prior to January 22, 2022 will not be rejected.

Questions 12/29/21 Answers are in RED:

We have several Document Imaging Consultants and experts in records management industry. So we can easily support you with the requirements stated in the RFP. However we were wondering if we bid for this RFP, whether we will disqualify from any future RFP's to perform actual work such as document digitization, indexing, digital organization and providing electronic document management solution?

Bidding for this RFP will not disqualify you from any future RFPs to perform actual work.

Generally for most of large size projects, we provide complimentary on-site assessments, providing guidelines and best practices for indexing, scanning and records organization in digital repositories. This is provided as part of our Pre-sales process together with our detail budgetary pricing proposals. If you are interested in this type of arrangement, we can have a detail discussion. Please let us know if this is something you would consider?

Yes, that would be great, please add that into the RFP. Also please keep in mind that the RFP is for several towns spread out over a region (not one building in one place) and please price accordingly.

RiverCOG