

RFQ answers for SVCE's RFQ for Grant Writing Services

1. Could you please highlight the significance of the cost in the evaluation process and kindly suggest how you prefer this information to be presented?
 - a. A table listing each staff member with their rate schedule should be provided. Cost will be a factor but not a high priority in the evaluation process.
2. How many in-person meetings are anticipated vs. virtual?
 - a. All communications with SVCE will be conducted virtually.
3. Is there a specific page limit for the narrative, and do you have a preferred format?
 - a. The narrative sections (Executive Summary, Statement of Qualifications, Description of Typical Workflow, and References) should be no more than six pages. Tabular format is preferred for the References section.
4. When can awardees expect to be notified?
 - a. Top-ranking vendors may be interviewed the week of February 5th, 2024. Once a vendor has been selected and contract negotiations are complete, SVCE's Board of Directors (BOD) will need to approve the agreement either at the February BOD meeting scheduled for February 14, 2024, or the March BOD meeting scheduled for Wednesday, March 13, 2024.