

***Effective 5/12/2020***

**63G-6a-703 Request for proposals -- Requirements -- Publication of request.**

- (1) A procurement unit that intends to award a contract for a procurement item using the request for proposals process shall issue a request for proposals.
- (2) A procurement unit shall include in a request for proposals:
  - (a) a description of the procurement item that the procurement unit seeks;
  - (b) instructions for submitting a proposal, including the deadline for submitting a proposal;
  - (c) the objective criteria, including, if applicable, cost, and subjective criteria that the procurement unit will use to evaluate proposals;
  - (d) information about the time and manner of opening proposals; and
  - (e) terms and conditions that the procurement unit intends to include in a contract resulting from the request for proposals process.
- (3) A procurement unit shall publish a request for proposals in accordance with the requirements of Section 63G-6a-112.

Amended by Chapter 257, 2020 General Session