



COOPERATIVE PURCHASING PROGRAM
 Houston-Galveston Area Council of Governments
 3555 Timmons, Suite 120, Houston, TX 77027
 Phone: 800-926-0234 Fax: 713-993-4548
www.hgacbuy.org

INVITATION TO SUBMIT COMPETITIVE:	<input type="checkbox"/> BIDS	<input checked="" type="checkbox"/> PROPOSALS
INVITATION No.: TS06-21	ISSUE DATE: November 12, 2020	
CATEGORY: TEMPORARY STAFFING, DIRECT-HIRE AND OTHER EMPLOYER SERVICES		

PURPOSE OF THIS INVITATION

The Cooperative Purchasing Program (HGACBuy) of the Houston-Galveston Area Council of Governments is soliciting offerings for the furnishing of products/services as described herein. These products/services may be purchased by any of more than 7,000-member local governments, districts, agencies in 49 states across the nation.

Note: Responses will be accepted by online electronic submissions. Responses are scheduled to be “Opened by HGAC” on the date and time indicated.

Go to <https://www.hgacbuy.org/bid-notice> and click on the corresponding link.

PROCUREMENT SCHEDULE & DETAILS

DRAFT SPECIFICATION / INVITATION:	September 16, 2020
PRE-BID/PROPOSAL CONFERENCE:	October 13, 2020 at 9:00 a.m. CT H-GAC Clock
FINAL SPECIFICATION / INVITATION:	November 12, 2020
BID/PROPOSAL RESPONSES DUE:	December 15, 2020 at 1:00 p.m. CT H-GAC Clock
PUBLIC RESPONSE OPENING:	December 15, 2020 at 2:00 p.m. CT H-GAC Clock
RECOMMENDATIONS TO BOARD:	March 17, 2021
CONTRACT START DATE & TERM:	June 01, 2021 through May 31, 2024
The documents comprising this Invitation are available via web download at: https://www.hgacbuy.org/bids/	
For assistance regarding this Invitation, please contact:	
Name: Jasmine Wilson	Phone: 713-993-4554 E-mail: Jasmine.Wilson@h-gac.com

CONTENTS OF THIS INVITATION

- SECTION A** - General Terms & Conditions
- SECTION B** - Product/Service Specific Requirements & Specifications (Final)
- SECTION C** - **HGACBuy** FORMS (Final)
- SECTION D** - Pro-Forma (Sample) Contract

This procurement conforms to government requirements for Competitive Procurement.

LABELING OF SEALED RESPONSE PACKAGE

IMPORTANT:

Responses will be accepted by online electronic submission only. There will be (2) links provided in the solicitation documents detailing the following:

- How to submit your bid electronically
- Instruction on uploading your bid

These links can be downloaded from HGACBuy website: <https://hgacbuy.org/bid-notice>