



**December 9, 2020**  
**NOTICE OF PROPOSAL**  
**RP006-21**

The Gwinnett County Board of Commissioners is soliciting competitive sealed proposals from qualified software vendors for the **Provision of an Enterprise Resource Planning (ERP) Software on an Annual Contract** with four (4) options to renew for the **Department of Financial Services**.

Proposals must be returned in a sealed container marked on the outside with the Request for Proposal number and Company Name. Proposals will be received until **2:50 p.m. local time on Wednesday, January 20, 2021** at the Gwinnett County Financial Services - Purchasing Division – 2<sup>nd</sup> Floor, 75 Langley Drive, Lawrenceville, Georgia 30046. Any proposal received after this date and time will not be accepted. Proposals will be publicly opened and only names of submitting Service Providers will be read at 3:00 p.m. A list of Service Providers submitting proposals will be available the following business day on our website [www.gwinnettcounty.com](http://www.gwinnettcounty.com).

Questions regarding proposals should be directed to Marlo Dial, Purchasing Associate III at [marlo.dial@gwinnettcounty.com](mailto:marlo.dial@gwinnettcounty.com) no later than **Friday, December 18, 2020 at 3:00 p.m.** Proposals are legal and binding upon the bidder when submitted. One unbound original, seven (7) exact copies, and one electronic copy on flash drive should be submitted (CDs are not acceptable). **The pricing forms are to be submitted in a separate sealed envelope and should not be included in the copies mentioned above.**

The Proposal package can be accessed through the County's ftp site:  
To access the documents on the FTP site, please use the following access information.  
Use internet browser to pull up address <ftp://74.174.32.37>  
Username - gwinnett  
Password - pub7368  
Locate the "Purchasing" folder and then "RP006-21 Enterprise Resource Planning (ERP) Software".

Successful Service Provider will be required to meet insurance requirements. The Insurance Company should be authorized to do business in Georgia by the Georgia Insurance Department, and must have an A.M. Best rating of A-5 or higher.

Gwinnett County does not discriminate on the basis of disability in the admission or access to its programs or activities. Any requests for reasonable accommodations required by individuals to fully participate in any open meeting, program or activity of Gwinnett County Government should be directed to Susan Canon, Gwinnett County Justice and Administration Center, 770-822-8165.

The written proposal documents supersede any verbal or written prior communications between the parties. Selection criteria are outlined in the request for proposal documents. Gwinnett County reserves the right to reject any or all proposals, to waive technicalities, and to make an award deemed in its best interest.

Award notification will be posted after award on the County website, [www.gwinnettcounty.com](http://www.gwinnettcounty.com) and companies submitting a proposal will be notified via email. We look forward to your proposal and appreciate your interest in Gwinnett County.

Marlo Puckett, CPPB  
Purchasing Associate III