



Notice of Solicitation for Competitive Sealed Proposals

072201443MIS “REQUEST FOR PROPOSALS FOR INVESTIGATIVE CASE MANAGEMENT SYSTEMS”

The procurement is for software and implementation of an Investigative Case Management System (ICMS) required for tracking and management of incidents related to Department of Correction staff. Examples of incidents or cases that require tracking and management are employee misconduct, grievances or complaints, as well as any related litigation.

PERIOD OF PERFORMANCE: The term of the contract award from this RFP shall be one (1) year from the Order to Work notification.

Pre-Proposal Conference: Date/Time/Location:

Tuesday, June 03, 2014 @ 10:00AM

NYC Department of Correction, Bulova Corporate Center
75-20 Astoria Blvd, Suite 160
East Elmhurst, New York, 11370

Proposal Due Date/Time/Location:

Tuesday, June 17, 2014 by 11:00AM

NYC Department of Correction, Bulova Corporate Center
75-20 Astoria Blvd, Suite 160
East Elmhurst, New York, 11370

Vendors can download a copy of the bid solicitation from the Department’s website at

<http://www.nyc.gov/html/doc/html/contracting/contracting.shtml>

The Bid Package can also be picked up in person with a **\$25.00 Check or Money Order** Payable to: Commissioner of Finance; from **May 21, 2014 to June 17, 2014**, 9:00AM - 3:00PM at: NYC Department of Correction, Central Office of Procurement, 75-20 Astoria Blvd, Suite 160 (The Bulova Corporate Center), East Elmhurst, NY 11370.

Submission of proposals must be hand delivered by the proposer or their agent or by courier service. E-mailed and/or faxed proposals will not be accepted by the Department.

For questions regarding this solicitation, contact: Ms. Gabrielle K. Connor, Procurement Analyst at (718) 546-0687/email gabrielle.connor@doc.nyc.gov, In Gabrielle’s absence, please contact Mrs. Susana Chávez Hersh, Deputy Director at (718) 546-0768/e-mail susana.hersh@doc.nyc.gov.

NOTE: The last day for questions or request for clarifications is five (5) business days prior to the proposal due date.