



Request for Bids

Mississippi Valley State University

**THIS IS
NOT AN
ORDER**

14000 Hwy 82-W #7244
Itta Bena MS 38941-1400

Web Address: www.mvsu.edu/purchasing/

Phone No: (662) 254-3319 Fax (662) 254-3314

Bid Title:

Catalog Management System

Requester and Requesting Department:

Academic Affairs
Dr. Kathie S. Golden

Date:

2/27/2017

Bid No.

VSRB 1006

Number of Pages

2

Change Order:

None

Term – End of Month

Bids/Proposals – Do not include State or Federal Taxes in your bids/proposals. The University is exempted from these taxes. All order will be placed with successful bidder by Official Purchase Order.

Mississippi Valley State University is considering the purchase of the following item (s). **We ask that you submit your Bids/Proposals in three copies.** Rights are reserved to accept, or reject any and all parts of your bid/proposals. Your bid/proposals will be given consideration if received in this Office on or before the date and time below.

This bid/proposal will be awarded on a line by line basis

This bid/proposal will be awarded on a all or none basis

However, the University reserves the rights to award any and all bids/proposals in the best interest of the University.

Bid/Proposal opening {Date and Time}
2:00pm March 16, 2017
Mississippi Valley State University
W. W. Sutton Administration Building 3rd Floor, Business and Finance Conference Room
By: Billy D. Scott Purchasing Agent Email: bscott@mvsu.edu

NOTE: If you cannot quote on the exact material shown, please indicate any exceptions, giving brand names and complete specifications on any alternate. Mississippi Valley State University reserves the rights to accept any alternate of equal or greater quality or performance. We also reserve the rights to waive any irregularities that may appear in the Bids/Proposals specifications.

ITEM	QUANTITY	DESCRIPTIONS	UNIT PRICE	TOTAL NET PRICE
		See Attached Specifications		
<i>Please show Bid/Proposals No. on outside of Envelope</i>				

If checked, Mississippi Valley State University reserves the rights for an additional 60 days to purchase and additional 20% of this bid/proposal at the same cost.
We quote you as above F.O.B – Mississippi Valley State University. Shipment can be made within days from receipt of the order.

<p>Terms: <input style="width: 100%;" type="text"/></p> <p>Date: <input style="width: 100%;" type="text"/></p> <p>Phone/Fax: <input style="width: 100%;" type="text"/></p> <p style="text-align: center;">Official Signature:</p>	<p>Company Quoting</p> <p>Name <input style="width: 100%;" type="text"/></p> <p>Address <input style="width: 100%;" type="text"/></p> <p>City, State <input style="width: 80%;" type="text"/> <input style="width: 15%;" type="text"/></p> <p>Zip Code <input style="width: 80%;" type="text"/></p>	
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The Acalog system provides a single, centralized platform for the entire edit-and-approval process, eliminating the need to decompile and distribute catalog content via email or Microsoft® Word documents for editing. The software provides a centralized collaborative environment using granular permissions, commenting and notification, email prompts, work/approval groups, status reporting, change tracking, and content locking.

The system decentralizes content creation and editing by providing access to (potentially scores of) "editors" and "event auditors" at the department and school/college level, who all participate in an iterative approval process using the same system workflows. This transforms the job of a catalog manager from chasing email communications and re-compiling catalog content, to simply managing a process and facilitating edits as they change from a status of "unchanged" (rolled forward from a prior catalog year), to "working", "approved", and then "final".

Once a catalog manager has established that all edits are in a "final" state, the working catalog can be globally "locked" in preparation for publishing instantly to the Web, and to be exported into Microsoft® Word for pagination, conversion to PDF, or for digital printing. The efficiency of this process means that the Web version of the new catalog can be provided online to students and other campus stakeholders months ahead of the delivery of books, or availability of a PDF. Consequently, many institutions today using the e-catalog Gateway generated by Acalog now consider their e-catalog to be their primary catalog publication, and the book a secondary publication.

The role of the e-catalog as a primary publication is enhanced by the fact that, with Acalog, there is a dynamic, real-time link between the administrative system and the e-catalog. This means that corrections in the e-catalog can be made instantly and comprehensively in a matter of minutes without need to re-publish the catalog.