

VBS Advertisement Language

The State of Florida (State), Department of Management Services, invites interested vendors to submit a response to the solicitation for Commercial Automobile Insurance, in accordance with the solicitation terms.

This solicitation and all addenda will be posted on the Vendor Bid System (VBS). Vendors that respond to this solicitation are responsible for monitoring the VBS throughout the procurement for information regarding decisions and other matters relating to this procurement.

Interested vendors must submit responses to this solicitation via MyFloridaMarketPlace (MFMP) Sourcing. To submit a response, vendors must:

- (1) register in the MFMP Vendor Information Portal (VIP),
- (2) ensure that it has registered with the commodity code(s) that matches the commodity code(s) of this MFMP Sourcing event and 'Join' the MFMP Sourcing event,
- (3) review and accept the bidder agreement, and
- (4) indicate the vendor's intent to participate in electronic solicitations in MFMP Sourcing on the 'Solicitations' page of the vendor's MFMP VIP account.

Please note that the MFMP VIP registration process may take up to 48 hours to take effect.

Responding vendors must also download and submit the attachments, as required by the solicitation, in MFMP Sourcing.

For information on the MFMP Sourcing Application, registering in VIP, or responding to events, please visit: www.myfloridamarketplace.com.

MFMP University also offers additional online training resources for vendors at: http://www.dms.myflorida.com/mfmp_vendor_training.

For additional assistance, please contact the MFMP Vendor Help Desk at VendorHelp@myfloridamarketplace.com, or by telephone at 866-352-3776 between the hours of 8:00 AM to 6:00 PM Eastern Time.

Failure to file a protest within the time prescribed in section 120.57(3), Florida Statutes, or failure to post the bond or other security required by law within the time allowed for filing a bond shall constitute a waiver of proceedings under chapter 120, Florida Statutes.

Any protest concerning this agency decision or intended decision must be timely filed with the Agency Clerk. Protests may be filed by courier, hand delivery, or regular mail at: Department of Management Services, Office of the General Counsel, Attention: Agency Clerk, 4050 Esplanade Way, Suite 160, Tallahassee, Florida 32399-0950. Protests may also be filed by fax at 850-922-6312, or by email at agencyclerk@dms.myflorida.com. It is the filing party's responsibility to meet all filing deadlines.