

SANTA CLARA COUNTY OFFICE OF EDUCATION
1290 Ridder Park Drive, San Jose, CA 95131-2304

RFP#04-22-23

NOTICE INVITING PROPOSALS FOR CONFERENCE & MEETING ROOM SCHEDULING SOFTWARE

- **Notice:** Notice is hereby given that the Board of Trustees of the Santa Clara County Office of Education (hereinafter referred to as (SCCOE), is requesting proposals from interested vendors to provide proposal for CONFERENCE & MEETING ROOM SCHEDULING SOFTWARE. No offer of intent should be construed from this legal notice that the (SCCOE) intends to enter into a contract with the interested company for the CONFERENCE & MEETING ROOM SCHEDULING SOFTWARE. unless, in the sole opinion of the (SCCOE), it is in the best interest of the (SCCOE) to do so. The (SCCOE) reserves the right to negotiate final contractual terms with the successful company.
- **Submittal:** Written proposals must be sealed and filed with the (SCCOE) Purchasing at the address shown above no later than **3:00 pm, Friday, September 16, 2022,** and there will not be a formal opening for these proposals.
- **Withdrawal:** Companies may not withdraw proposals for a period of sixty (60) days after the date set for opening of proposals.
- **Rejection:** The County Superintendent of Schools reserves the right to reject any and all proposals and to waive any irregularity therein.
- **Questions:** Interested firms should direct technical questions in writing, no later than **Friday, September 9, 2022,** to Steve Pinkoski, Manager-Network & Technical Support Services via email at spinkoski@sccoe.org. Any general questions can be directed to Jas Sohal, Manager Purchasing Services via e-mail at jsohal@sccoe.org.

You can obtain a copy of the RFP 04-22-23 at url: <http://www.sccoe.org/depts/bizserv/purchasing/Pages/Bids-Posting-System.aspx>

County Superintendent of Schools
Santa Clara County Office of Education
By: Jas S. Sohal
Manager, Purchasing Services

1st Advertisement: August 26, 2022,

2nd Advertisement: September 2, 2022