

QUESTIONS AND ANSWERS RFP 26-03

- Understand it is stated in the RFP that award can be to one or multiple vendors, but is your ideal situation to award the program to a sole vendor? – **We would like to award to multiple vendors to give the campus a selection of vendors.**
- What main University departments would utilize this program? - All departments on campus will use this. **Other Universities in the State of Arkansas can piggyback from our RFP.**
- Does the University actively promote/mandate the use of the chosen vendor(s) for the purchase of promotional items and clothing? – **Yes. The University requires use of the selected vendor(s)**
- Can you provide the estimated annual spend or order volume for promotional items and clothing over the past 1–2 fiscal years? – **We have spent over \$1 million in the last 2 fiscal years with promotional vendors.**
- Can you share any detail on the most commonly ordered promotional categories (e.g., apparel, drinkware, tech accessories) and the typical order frequency? - **Clothing**
- Does the University intend to utilize a custom eStore for internal departments to place orders, or is ordering expected to be handled via direct communication and quotes? – **Direct communication and quotes**
- Will the University require inventory to be held by the selected vendor for quick-turn fulfillment of staple or recurring items? - **No**
- For vendors not yet licensed with Affinity, is there a grace period post-award to obtain this license, or is current licensure a strict requirement for proposal submission? – **Yes 30 days**
- What are the current pain points of the program? – **New law that goes into effect August 5, 2025**
- Section 3.00 of the RFP notes that responses to submitted questions will be posted on the website. Could you please confirm the specific webpage or URL where these responses will be published? - **<https://www.astate.edu/a/procurement/bids-results/>**