

NOTICE TO OFFERORS

Project No. RFP D16-008

REQUEST FOR PROPOSALS (RFP) for the provision of Mediation Services for the Hawaii Department of Education's (HIDOE's) Special Education Mediation Program (Statewide, Including Public Charter Schools) in accordance with RFP D16-008 will be received at the Hawaii Department of Education (HIDOE), Procurement and Contracts Branch, Waipahu Civic Center, 94-275 Mokuola Street, Room 200, Waipahu, Hawaii 96797 until **2:00 p.m., Hawaii Standard Time (HST) on April 25, 2016**. Proposals received after this established date and time shall not be considered.

Potential Offerors interested in responding to this solicitation may do so by using the electronic solicitation posted on the Procurement Notices for Solicitation website at <http://spo3.hawaii.gov/notices/notices>.

Offeror must first register itself by completing and submitting the "Registration Form for Online Solicitations" which is attached to the RFP document posted on the Procurement Notice for Solicitation website. The Registration Form must be e-mailed to lono_beamer@notes.k12.hi.us or faxed to (808) 675-0133 prior to the deadline for submission of proposals. Upon registration, Proposer is requested to print a hard copy of the solicitation. **If Proposer fails to register, Proposer will not receive any addenda and/or other procurement notices; its proposal may therefore be rejected and not considered for award.**

All proposals shall be made on the solicitation document available from the Procurement Notices for Solicitation website. All proposals must be completed in accordance with the accompanying instructions. Inquiries may be directed to the HIDOE at telephone 808-675-0130 or facsimile 808-675-0133.

KATHRYN S. MATAYOSHI
SUPERINTENDENT

Procurement Notice posted on March 24, 2016