

Request for Quote

SPC-06-18-19

Single Day Face-to-Face Exam Prep

Physical Therapy Assistant

St. Petersburg College

SPC

DUE: Tuesday, January 22, 2019 12:00 PM

Introduction and Purpose of the Request for Quote (RFQ)

HISTORY: St. Petersburg College (“SPC” or the “College”), located in Pinellas County, Florida, and established in 1927, is one of the oldest colleges in the 28-institution Florida College System (“FCS”). SPC is the first college in the FCS to become a four-year college issuing baccalaureate degrees beginning in 2001. SPC is governed by a five-member Board of Trustees appointed to four-year terms by the Governor of Florida. The Board of Trustees appoints the College President who has administrative responsibilities for college operations.

ACADEMICS: Enrollment in 2017-2018 included 49,006 students, including 40,661 credit seeking and 8,345 non-credit seeking (Source: spcollege.edu). St. Petersburg College offers more than 100 academic programs, career training, and university transfer options at twelve locations throughout Pinellas County and online.

REQUEST FOR QUOTE: St. Petersburg College’s Health Education Center is seeking quotes from qualified companies to provide one-day face-to-face exam preparation with certification guide for 29 students.

PROJECT NEED: Vendor to provide a one-day preparation and certification guide for Physical Therapist Assistant (PTA) licensure for up to 29 students at the Health Education Center. The Health Education Center is located at 7200 66th Street N., Pinellas Park, FL 33781. The estimated service date is May 20, 2019. Exact date is negotiable.

QUESTIONS:

Questions regarding this RFQ should be submitted to Karen Reynolds, reynolds.karen@spcollege.edu, Purchasing Manager, St. Petersburg College **no later than 9:00 AM, Monday, January 14, 2019.**

SUBMITTAL:

Final Quote and SOW must be submitted to Karen Reynolds, Purchasing Manager, St. Petersburg College via email reynolds.karen@spcollege.edu, **no later than 12:00 PM, Tuesday, January 22, 2019.**

SUMMARIZED SCHEDULE OF RFQ EVENTS: Below is a summarized schedule of RFQ events:

Any changes will be issued in the form of a written notification.

Time	Day/Date	Description
2:00 PM	Tuesday 01/8/2019	RFQ Issued for <i>One Day Face-to-Face Exam Prep with Certification Guide.</i>
9:00 AM	Monday 01/14/2019	All questions submitted to Karen Reynolds, reynolds.karen@spcollege.edu
12:00 PM	Tuesday 01/15/2019	Q&A sent to all respondents via email
12:00 PM	Tuesday 01/22/2019	RFQ Deadline emailed quotes due to Karen Reynolds reynolds.karen@spcollege.edu
12:00 PM	Monday 01/28/2019	Intent to Procure posted on SPC Procurement Bid site @ https://webapps.spcollege.edu/purchasing/

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