



Department of Transformation and Shared Services

Governor Asa Hutchinson
Secretary Amy Fecher
Director Edward Armstrong

OSP Policies – PCS Contracts

REQUEST FOR QUALIFICATIONS (RFQ)

Use of the Request for Qualifications (RFQ) procurement method requires prior written approval from the Director of the Office of State Procurement (OSP). See OSP Rule R1: 19-11-204.

Note: The services stated in R2: 19-11-801 DO NOT require the Director of OSP's approval. Authorization to use the RFQ method for construction related contracts (design professionals) requires prior written approval by Arkansas Building Authority unless exempt.

Procedure for Online Submission of PCS Contracts

The written approval from OSP's Director must be included with the documentation for Professional and Consultant Services (PCS) contracts that utilize the RFQ procurement method unless it is for services covered under R2: 19-11-801.

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