



Contracts

Shredding Contract

Teleclass

## State Hosts Business Matchmaker Conference

Following last year’s successful business matchmaker conference, Governor Malloy, Connecticut Department of Administrative Services, the Secretary of the State of Connecticut, the Connecticut Procurement Technical Assistance Program, the University of Hartford, the U.S. General Services Administration and the U.S. Small Business Administration, have announced a second event will be **held June 21, 2012** at the Gengras Student Center at the University of Hartford. The conference is designed to match qualified, Connecticut-based, small businesses with federal and state prime contractors to increase business opportunities while providing prime contractors with the opportunity to meet small, minority, women and veteran-owned businesses to help them achieve their subcontracting goals.

“Contractors will have an opportunity to meet with Connecticut’s exceptional pool of hard-working entrepreneurs and small business owners, connecting them to business opportunities that in return will help Connecticut workers and grow our economy,” Governor Malloy said. “This event will provide a useful opportunity that I encourage small businesses within Connecticut to take advantage of.” *...continued on page 3*

## DAS Procurement Tutorial Videos for Uploading Documents

If you can’t come to DAS Procurement, maybe a piece of DAS Procurement can come to you. That’s the theory behind DAS Procurement’s new online instructional videos now available on the DAS website.

In DAS’ ongoing efforts to make Connecticut more business friendly, DAS Procurement Director Carol Wilson announced that the Department of Administrative Services (DAS) has streamlined the procurement process by allowing suppliers the ability to respond to contract solicitations online.

“Obviously we’re trying to make the contracting process less paper dependent,” said Wilson. “Uploading electronic documents, rather than sending in paper documents will create process and time efficiencies and reduce paper, postage and assembly costs.”

*...continued on page 2*



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# Contracts Awarded over the last 14 Days

Click on the category to see the contract  
Adobe Acrobat Required

**12PSX0007** - West Publishing NASPO Participating Addendum Legal Subscription Services

**12PSX0025** - Sale and Removal of Scrap Aluminum Vehicle Registration Plates and Miscellaneous Associated Metals

**12PSX0041** - Door Replacement Project - DCF

**12PSX0117** - 8' Storage Containers per specifications.

## Find Us on Facebook

Keeping up with technical trends is the way to go to maximize the distribution of information and show customers that you're in touch with 21st century technology. In that effort, DAS Procurement Bids and RFP's can now be found on Facebook. Search "DASProcurement" (one word) on Facebook and stay informed.



uploading continued...

Prospective bidders can now retrieve and review the solicitations, as well as respond to the solicitations, through the DAS Biznet System. Responses are submitted electronically to DAS Procurement for review and consideration for contract award.

The DAS Procurement office has online instructional documents and online video demonstrations that will guide users through the process of creating a Biznet online account with DAS, uploading affidavits and non-discrimination forms, uploading Bid/RFP documents and preparing and submitting Price Schedules online. These can be found at: <http://das.ct.gov/cr1.aspx?page=371>.

In addition, DAS has been conducting face-to-face training held at different locations throughout the state. Check this website address for more information: <http://das.ct.gov/cr1.aspx?page=390>.

"It's all about advancing and modernizing the process of submitting DAS solicitations," said Wilson.

"Governor Malloy continues to want to make state government more streamlined and less cumbersome for businesses. By making this process electronic, DAS Procurement is now open 24/7. Bidders can upload and submit their documents at their convenience, not just during our business hours."

DAS Procurement has established a DAS Business Friendly Initiative page on the site which is an excellent resource of information regarding DAS solicitations – visit it here: [DAS Business Friendly Initiatives](#).

## Want to Subscribe to BuyLines?

Maybe the new look of *BuyLines* will inspire others to subscribe. Maybe you know someone who could benefit from our information. To subscribe, [visit our website here](#), and follow the sign-up instructions.

## *Matchmaker continued...*

“The matchmaker event gives DAS the opportunity to put small and minority owned businesses in direct contact with large state and federal contractors who could potentially use their services. This helps these small Connecticut based companies get work while assisting the contractors in meeting their small and minority business set aside goals. State agencies currently hold contracts for the purchase of goods and services valued at about \$2 billion dollars. There are currently 2500 certified businesses within the DAS small and minority business program that could greatly benefit from this event and potentially get more of that business. In these difficult economic times, every opportunity helps.” Commissioner Donald J. DeFronzo, Department of Administrative Services (DAS)

In addition, representatives from federal, state and local agencies will provide training on small business set-aside programs and how to become certified to bid on state and federal government contract work.

## **Shredding Services Contract #11PSX0318**

The new contract for Shredding Services will go into effect on June 1, 2012 through May 31, 2017 and is available to be used by All Using State Agencies, Political Sub-Divisions and Not-For-Profit Organizations. This new contract will replace contract #06PSX0118 which is scheduled to expire on May 31, 2012.

DAS wants contract users to be aware that one of the awarded vendors has now implemented a minimum order fee and prior to using this new contract, users should review their requirements to see which vendor would be the least expensive in fulfilling their shredding requirements.

- Contract has been awarded to (2) Certified Connecticut Small Business Vendors
- Shred-It-Connecticut has a Minimum Order Fee
- Infoshred, LLC has No Minimum Order Fee
- Prior to issuing a purchase order the agency should review the awarded contractors price schedules, verify type of shredding service(s) they offer in order to determine which contractor best meets their needs

If you have any questions in regards to this contract, please contact Susanne Hawkins at [Susanne.Hawkins@ct.gov](mailto:Susanne.Hawkins@ct.gov) or call (860) 713-5064.

## **Teleclass Saves Time and Money**

In the vein of doing more online with little or no cost, and maintaining a Business Friendly outlook for customers, DAS Supplier Diversity Program

Manager Meg Yetishefsky hosted a teleclass titled Access to Markets: Doing Business with the State of Connecticut (in conjunction with the Women’s Business Development Council.)

The interactive workshop explains the benefits of becoming State-certified and walks customers through the process. It is easy and can be done online.

Yetishefsky said, “I conducted this teleclass with over 20 companies in attendance. It was well received and a great way to reach businesses without traveling. I was able to walk them through the process, talk them through sections of our website and answer their questions along the way. It was really productive.”

