

Indefinite Delivery/ Indefinite Quantity (IDIQ) – A solicitation and contract that provides for an indefinite quantity of supplies or services during a fixed period of time.

Informal Quote Request (IQR) - An unsealed, competitive solicitation used for purchases up to \$15,000 submitted by letter, telephone, email, vendor portal or other means specified by the University.

Invitation for Bids (IFB) - A written request for submission of a bid response.

Request for Information (RFI) - A document to determine what products and services are potentially available in the marketplace to meet the agency's needs and to know the capability of a vendor in terms of offerings and strengths.

Request for Proposal (RFP) - The written solicitation document concerning goods or services the state intends to acquire by means (a)-ii to be made after other proposals are opened and contemplates that the nature of the proposals and/or prices offered will be negotiated prior to award.

Request for Qualifications (RFQ) - A solicitation document often distributed before initiation of the RFP process. It is used to gather vendor information from multiple companies and qualifications to generate a pool of prospects. This eases the RFP review process by preemptively short-listing candidates which meet the desired qualifications.