



## Department of Transformation and Shared Services

Governor Asa Hutchinson  
Secretary Amy Fecher  
Director Edward Armstrong

### OSP Policies

#### **POSTING OF ANTICIPATION TO AWARD**

Effective April 25, 2005, public notification of anticipation to award will be required for all solicitations that are under the administrative authority of the Office of State Procurement and that have a contract value estimated to exceed \$75,000. After the evaluation and processing of bid responses and determination of an apparent successful contractor, public notice of anticipation to award will be posted on the Office of State Procurement website. The notice will contain the bid number, the bid opening date, the buyer, and the contractor(s) to whom the Office of State Procurement anticipates making an award.

The notice will appear for a period of fourteen (14) consecutive calendar days to establish a specific time in which prospective contractors know or should know of the anticipated award of a bid. Standard language will be included in all solicitations advising all prospective contractors that bid results (anticipation to award) will be posted for a period of fourteen (14) days prior to the issuance of the award.

#### **To Be Included in Each Solicitation: Anticipation of Award**

1. Once the anticipated successful Contractor has been determined, the anticipated award will be posted on the OSP website.
2. The anticipated award will be posted for a period of fourteen (14) days prior to the issuance of a contract. Prospective Contractors and agencies are cautioned that these are preliminary results only, and a contract will not be issued prior to the end of the fourteen-day posting period.
3. OSP may waive the policy of Anticipation to Award when it is in the best interest of the State.
4. It is the Prospective Contractor's responsibility to check the OSP website for the posting of an anticipated award.

Revised December 21, 2017