**ETA0045 - Simplified Bid**

**for**

**Korn Ferry Success Profiles or Equivalent Product**

**Bids Due: February 12, 2021, 4 PM CST**

**Wisconsin Department of Employee Trust Funds**

**Email: ETFSMBProcurement@etf.wi.gov**

**Release Date: February 8, 2021**

The Wisconsin Department of Employee Trust Funds (Department) is requesting bids for Korn Ferry’s Success Profiles or equivalent competency framework and job competency/position library(ies) product.

**Simplified Bid Requirements:**

Your bid must be for the Korn Ferry Success Profiles product or equivalent competency framework and job competency/position library(ies) product.

Your product must integrate with the following Cornerstone OnDemand modules: Careers, Performance Management, Learning & Development, which ETF plans to use in the future through an enterprise-wide State of Wisconsin contract. Your product must have a history of proven success of full integration with the aforementioned Cornerstone OnDemand modules within the last 5 years as verifiable by reference checks.

A. Your product must include the following:

1. Definitions for leadership, behavioral, and technical competencies, along with detailed descriptions for each standard of proficiency expected by organizational level.
2. A holistic, research-based repository of 4,000+ job roles. These profiles must be customizable and include all of the following proven dimensions of role success:
   1. Responsibilities
   2. Behavioral and technical competencies
   3. Traits and drivers
   4. Education
   5. Experience
   6. Detailed technical skills
   7. Critical experiences
3. The library(ies) provided with your product must be validated and updated annually at a minimum.

B. In addition to the product and product requirements above, the bid cost you enter below must include the following:

1. A one-year, unlimited license for 300 Department staff and at least 200 unique positions (the Department shall be allowed to keep the competency framework and job competency/position library(ies) at the termination of the contract/license at no additional charge; it being understand that customer support, updates, customization, maintenance shall cease upon the termination of the contract/license.
2. A minimum of ten (10) hours of customer support for the successful use and implementation of the offered product by the Department.
3. All access and implementation fees, customizations, and any maintenance fees.

C. To compete for this solicitation, please provide one total price here for all of the above: $ \_\_\_\_\_\_\_\_\_\_\_\_ .

The price listed above must hold firm for the entire contract/license term (one year).

D. Include with your bid response:

* this document with your price included above and your contact details included below; and
* a detailed description of your competency framework and job competency/position library(ies) product; and
* the completed (attached) bidder-required form.

E. Please review the attached **Department Terms and Conditions** and include with your bid response any assumptions or exceptions you have with the language therein. If you have no assumptions or exceptions, please provide a statement to that effect with your response. The Department Terms and Conditions will govern the contract/license entered into with the awarded vendor.

F. The Department reserves the right to reject any and all bids. An award will be made, if the Department chooses to award a contract, to the vendor offering a combination of:

* the ability to **meet all of the above requirements** as determined by the Department; and
* **positive reference checks/results**; and
* the **lowest total bid price.**

G. Send your response to Beth Bucaida at: **ETFSMBProcurement@etf.wi.gov**

**All Bids are due via e-mail (no faxes or mailed responses): February 12, 2021 by 4 PM CDT**

With your bid, submit the following information:

| ***Company Name*** | ***Contact Name*** | ***Contact Email*** | ***Contact Phone*** |
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