



TIPS FROM A PROCUREMENT AGENT: *Are You Responsible?*

DEPARTMENT OF PURCHASING AND CONTRACTING

Food for Thought



RESPONSIBLE (Generally)

Merriam Webster

1. able to be called to account as the primary cause, motive, or agent
2. able to answer for one's conduct and obligations

General Google Search

1. having an obligation to do something, or having control over or care for someone, as part of one's job or role

Connecting and Creating Procurement Partnerships





How does this definition of responsible effect you?

- Accountability
- Conduct
- Obligation



Don't forget:

- ☐ You are accountable for the growth or demise of your business
- ☐ Your conduct in life has far reaching effects (personal and business)
- ☐ You have an obligation to do what you said you were going to do.

A Little More Food for Thought



RESPONSIBLE (Procurement)

National Institute for Government Procurement

1. A business entity or individual who has the financial and technical capacity to perform the requirements of the solicitation and subsequent contract.
2. A bidder determined by the purchasing organization to meet the minimum standards of business competence, reputation, financial ability, and product quality for placement on the bidders list. [qualified bidder]

Defense Acquisition University (See also FAR -- Part 9 Contractor Qualifications Subpart 9.1 - Responsible Prospective Contractors)

1. A responsibility determination signifies that the Government has judged the contractor to have the means and ability to complete the contract in question.



How does this definition of responsible effect you?

- Contract Award
- Non-Responsible Determination
- Loss of Money
- Contract Termination
- Loss of Reputation

- ❑ Inability to financially or technically support a contract can result in non-award or contract termination.
- ❑ Though you may be deemed responsive, you still need to be deemed a responsible vendor (able to meet the minimum standards set).
- ❑ Submitting a response to a solicitation when you know you cannot meet the minimum capabilities will effect your money and reputation.

What is Part of Solicitation Responsibility?

- | | |
|-----------------------------------------|-------------------------|
| ➤ Licensure/Certifications | ➤ Positive references |
| ➤ Financial Capabilities | ➤ Business Team |
| ➤ Meeting project timeline requirements | ➤ Business Organization |
| ➤ Meeting project requirements | |

Being Responsible (Generally)

does effect

Being Responsible (Procurement)



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Helpful Links

http://live-dkc.pantheonsite.io/sites/default/files/dekalb_county_purchasing_policy.pdf

www.dekalbcountyga.gov/isupplier

www.dekalbcountyga.gov/formalbids

www.dekalbcountyga.gov/dobusiness

<https://www.dekalbcountyga.gov/purchasing-contracting/profile-management-training>

<https://www.dekalbcountyga.gov/purchasing-contracting/dekalb-first-lsbe-program>



If you've never tried any of the above links, today is the day to be responsible.