## Bid/RFP Protest Procedure

Bid/RFP protests must be received in the Procurement Office no later than seven (7) calendar days after contract award notification is received.

Procurement – Bid Protest University of Nebraska at Omaha 6001 Dodge Street, EAB 208 Omaha, NE 68182

Protests must be written and include as a minimum the following: (i) the name and address of the protestor, (ii) solicitation number, (iii) a statement of the reasons for the protest, (iv) any available exhibits, evidence, or documents supporting the protest, and (v) the remedy requested. Protests that do not strictly address the solicitation process, specifications, evaluation or award will not be considered. Pursuant to the University of Nebraska Board of Regents Policy 6.2.1.7, the UNO Vice Chancellor for Business & Finance reviews all bid protests. The decision of the Vice Chancellor will be communicated in writing to the protestor and is final.