



TCNJ SBDC Project Request for Quote

Project	MERCER COUNTY HIGH GROWTH COMPANY OUTREACH & PROGRAM DEVELOPMENT
Duration	2018
Scope	<ul style="list-style-type: none"> • To attract and support high growth and established companies not yet connected to the SBDC center's services. • To coordinate, market and deliver 2 CEO forums for 2 levels (total 4 forums/roundtables) <ul style="list-style-type: none"> • 2 yrs, up to 2 million revenue 3-14 employees • Over \$2 million revenue, over 15 employees
Schedule	1 forum each month alternate groups Contract begins August 1 - ends by November 30 2018
Location	Rotating in Mercer County
Responsibilities	<ul style="list-style-type: none"> • Sustain confidentiality • Be able to “counsel on the spot” when securing CEO’s for SBDC programs • Organize, attract and register CEO’s for roundtables • Serve as moderator of discussions • Submit summary reports of all individual and group engagements
Expected Outcomes	<ul style="list-style-type: none"> • Identify and register 30 Mercer County based High Growth companies new to and for the SBDC <ul style="list-style-type: none"> • Supply summaries and registration forms for each one-to-one meeting with CEO of high growth company • Interview each CEO to determine their needs – 30 surveys • Hold 4 CEO forum events (Roundtable discussions on subjects requested by CEO’s) <ul style="list-style-type: none"> • 10 attendees minimum each • Located at small businesses in 4 different locations in county

Submission Requirements

- Must include fee and discount schedule if applicable.
- EMAIL: all responses and questions should be sent to director@sbdcnj.com



Please include the appropriate SUBJECT line with your response.

- QUOTE/PROPOSAL for Mercer County High Growth Development

Submission Deadline: July 20, 2018