

## **Interested in bidding on a Missouri license office contract?**

### **Here's how:**

Interested groups and individuals are able to bid to operate one or more Missouri license office(s) as they come up for bid. Bidders must have an active Federal Employer Identification Number (FEIN) and must submit the proposal under the legal entity name for which the FEIN was assigned.

The Missouri Department of Revenue, through the Office of Administration, posts a Request for Proposal (RFP) for Missouri license office contracts as the current contracts get close to expiring. Interested bidders have approximately four weeks to submit their proposal for the operation of a license office in the competitive bid process as outlined in the RFP. A scheduled tour of the current location will be provided for anyone interested in bidding. Proposals will be evaluated on items as outlined in the RFP.

All of the proposals will be evaluated by a review team at the Department of Revenue, and the proposal that scores best in the areas outlined in the RFP will be selected to operate the office

### **Information to Help Guide Potential Bidders:**

- [Missouri License Office Locations](#)
- [Estimated Transactions and Processing Fees Collected at Missouri License Offices FY15](#)
- [License Office Contract Information](#)
- [General Information to Vendors about License Office Bidding](#)
- [Current Bid Opportunities](#)
- [Obtain a Federal Employer Identification Number](#)
- [How to Attain Minority/Woman-Owned Certification](#)