The National Council of the United States Society of St. Vincent de Paul
Request for Proposals (RFP): Mobile Giving

Posted: **April 25, 2013**
4 p.m.

I. Project Description/Summary

The National Council of the United States Society of St. Vincent de Paul is soliciting proposals to provide mobile giving services through smart phones to a secure website (text messaging services).

II. Scope of Services

The initial service contract will be six (6) months, with an option to be extended to one (1) year. The initial phase is to assist the Society in evluating the viability of this service. The Society is ***not*** interested in the mobile giving programs associated with the Mobile Giving Foundation. Rather, we are interested only in enabling donors to make an unlimited donation via their smart phones. The service must have the ability to text out a message and/or a keyword, link directly to a secure website, thereby enabling the phone user to make an online contribution. The mobile payment page will be linked to the Society's current merchant service vendor for processing the donation. The data to be collected must, at a minimum, include:

(1) all the required information for a credit card transaction
(2) an email address
(3) cell phone number
(4) request to opt-in to email and/or text message programs.

In addition, the system must be accessible 24/7 and capture basic reporting information:

(1) cell phone number
(2) time and date of the donation
(3) carrier used
(4) the text message.

All services must comply with the *U.S. Consumer Best Practices Guide for Text Messaging*.

III. Fees

Please outline all fees associated with the proposed scope of work, including but not limited to:

- set up cost(s)
- service rates
- transaction fees
- limits to incoming and outgoing messages
- and any additional costs associated with the program.

IV. Company Information

The company submitting the proposal must reveal:

(1) any co-vendor that will be involved in providing the scope of work services
(2) full company name and physical address
(3) names of executive team members
(4) company contact person and his/her contact information
(5) current customer list and proof of business vitality
(6) three nonprofit customer references
(7) any past or pending legal action

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V. Proposal Submission

Please submit by email (be sure to request a confirmation) or a mail carrier service. If a mail carrier service is used, please submit one (1) hard copy delivered in a sealed envelope to the following address by **12 p.m. CDT on May 9, 2013:**

Steve Martinez
National Development Director
National Council of the United States Society of St. Vincent de Paul
58 Progress Parkway
Maryland Heights, MO 63043-3706

Any questions regarding the request for proposal should be directed to:
Steve Martinez
Office: (314) 576-3993, extension 213; or
Email: smartinez@svdpusa.org.

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