Agency Procurement Review Validation
For Procurements with a Technology Component

The following validations are prerequisite to initiating a GTA review of agency Procurement Documents. Upon receipt of this validation form, GTA will formally accept the documents and begin its review cycle.

Procurement: _____
                            (Name of RFP or Procurement Initiative)

Date submitted: _____

By affixing name and date below, the individual submitting documents for review confirms that agency personnel have reviewed the submitted documents and given approval for the technology procurement to move forward to solicitation:

1) **Business Owner** confirms that the documents satisfactorily represent the business requirements**:**

_____
   (Name)   (Date)

2) **Chief Financial Officer** confirms that appropriate funds have been allocated in the agency budget to fund the procurement.

_____
   (Name)   (Date)

3) **Agency Procurement Officer** (APO/CUPO) confirms that the documents comply with procurement rules and guidelines:

_____
   (Name)   (Date)

(*Continue to Page 2*)

4) **Chief Information Officer** confirms that the documents satisfactorily represent agency technology requirements and policies:

_____

    (Name)   (Date)

5) **Information Security Officer or Chief Information Officer (if no ISO)** must confirm the following:

- The security categorization of the data to maintained in the solution is: _____ (High, Moderate, Low) [as defined in *NIST Special Publication 800-60 Volume 1*]
- I have completed my review and risk assessment of the Request for Proposal (including all relevant documents) and contract information security requirements/specifications.
- I have found that they are sufficient to address and mitigate the information security risks associated with the procurement.
- Any identified risks have been documented and discussed with the Business Owner and agency CIO; and
- I/we approve moving forward with this Procurement.

Alternately:

- Please have the State CISO's office contact me to discuss. _____
                                                                         (Phone #)

_____

    (Name)   (Date)

Procurement Documents Submitted by:

_____

    (Name)   (Date)

NOTES or COMMENTS:
[**Note:** This form does not replace the Deployment Certification Form as required by State Standard SA-10-009]