

University of Texas MD Anderson Cancer Center
Supply Chain Management
HUB & Federal Small Business Program

HUB Subcontract Plan (HSP) Required Documents

HUB TIP SHEET

Indefinite Delivery Indefinite Quantity (IDIQ) Process Flow

- I. Respondent must submit a completed and signed Letter of HUB Commitment with the Qualifications Submittal. The letter can be found on page 8 of the Rider-104A HUB Subcontracting Plan (HSP).
 - a) Ensure the letter has been signed and appropriate bid number as well as the due-date placed on company letterhead. Do not change the content of the letter.
- II. Once an award(s) has been made, the successful respondent(s) will be required to submit a full HUB Subcontracting Plan.

Failure to submit the required Letter of HUB Commitment will result in rejection of the Qualifications

Please contact Barbara Howard for all questions regarding the HUB Requirement

HUB & Federal Small Business Program

Barbara Howard, Sr. HUB Coordinator 713-794-3211 bhoward@mdanderson.org

Marian Nimon, Associate Director 713-745-8352 mnimon@mdanderson.org