The University of Tennessee
ESM Bid Number ###
**Target Price Negotiation – Explanation and Instructions**

To help it select the best Respondent for this bid, The University of Tennessee requests that all Respondents improve their responses by providing more competitive pricing. **The specifications for this bid have not changed, and the University will evaluate only your initial response if your revised response varies from the bid specifications.**

The attached spreadsheet document contains pricing discount targets for each category, noted in the column titled “Target Discount.”

The University strongly encourages all Respondents to take this opportunity to improve their quote for the University by revising pricing to either meet or beat the listed target discount.

Please fill the column titled Revised Discount as appropriate. The University will incorporate your revised pricing into your original response and evaluate based on the final pricing. If you do not provide revised, more competitive pricing the University will evaluate your pricing as originally specified.

The University will not consider revised price responses received after the deadline specified below. Instead, the University evaluate based on your original response.

**The University will not accept any revised price response that contains higher pricing than your original response.**

Please provide your responses via email to [buyer email]@tennessee.edu, and direct any questions to that same email address. **The University must receive your response by ##:## PM Eastern time on Month ##, 20##.**

Thank you,

[Buyer name]