



Amendment of Solicitation

Date of Issuance: 08/21/2018

Solicitation No. 090000331

Requisition No. 0900011197

Amendment No. 1

Hour and date specified for receipt of offers is changed: No Yes, to: 08/31/2018 3:00 PM CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery:

OMES/Central Purchasing
5005 N Lincoln
Suite 300
OKC, OK 73139

Lisa Bradley
Contracting Officer

405 - 522 - 4480
Phone Number

or

Personal or Common Carrier Delivery:

Same

Lisa.Bradley@omes.ok.gov
E-Mail Address

,OK -

Description of Amendment:

a. This is to incorporate the following:

The following questions and answers were posted on the IT WIKI.

1. For Clarification: Attachment M as referenced in the RFP is listed as the Security Certification
2. Regarding Attachment L, IS Security Provisioning Documents: Does OMES desire bidders to acknowledge this document and agree to abide by the provisions? Or, are bidders to return the document in our bid?

Answer: Please return with your bid

3. Regarding Attachment H-Clarification/Pre-Award Phase Guide, Attachment I-Weekly Risk Report, Attachment J-Weekly Risk Report Template, and Attachment K-BAA: Will OMES confirm that these attachments are only for informational purposes and are not to be returned with the bid?

Answer: Confirmed. Attachment H, I, J are informational. Attachment K will be required prior to award

4. Regarding E.14 Electronic Funds Transfer (EFT): This requirement has a yes/no checkbox. How does OMES want bidders to submit their response to this requirement?
Is it acceptable for bidders to copy this requirement from the RFP and put on a separate page in the response document, checking the appropriate box?
Or, does OMES want bidders to return the entire RFP document that would include the E.14 response?

Answer: Most of the State's payable transactions are now done by EFT. The below paragraph from our vendor registration explains:

This registration requirement is a result of state law (Title 62, Section 34.64) which requires that "Payments disbursed from the State Treasury shall be conveyed solely through an electronic payment mechanism." To comply with the law, EFT bank information should be entered within Step VII of the online vendor registration, matching the company or individual name and remittance address provided. Within Step VII is also a hyperlink to the PDF document EFT Bank Change New Bank Account Request Form. Once the registration has been completed and submitted for approval, the form should be completed using provided instructions and submitted via fax directly to the Oklahoma Office of State Treasurer for approval. This is the final step required for Vendor Registration approval.

The response of the E.14 section can be clarified prior to award. It does not need to be addressed with the bid submission.

- 5. Regarding E.15.3 - Section 3 References: Will OMES please confirm that this requirement should refer to Attachment N, rather than Attachment H?

Answer: Confirmed. Attachment N is the correct name for the reference survey.

- 6. Regarding E.6.2-Proposal Content and E.15-Bid Deliverables: Will OMES clarify which of these sections take precedence related to items to be included and the order of the response document for submission? For example, evidence of meeting insurance requirements nor Attachments A, C, and D are included in E.15; and the list in E.6.2 does not include a Letter of Introduction nor a response to EITA compliance.

Answer: The PIPS process does cause some error in the submittal requirements vs our mandated solicitation form. Please reference Section E.15. Bid Deliverables for items to be included with your response.

- 7. Regarding C.1 - Information and Desired Results: If a bidder chooses not to provide one of the services listed, but bids on all the other services, will the bid be deemed non-compliant and/or disqualified?

Answer: No. A bidder will not be deemed non-compliant and disqualified if they choose to respond to only one of the services listed.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature