

RFP Questions and Clarifications Memorandum

To: Vendors Responding to RFP Numbers 3849 and/or 3850 for the Mississippi Department of Information Technology Services

From: Craig P. Orgeron, Ph.D.

Date: December 11, 2015

Subject: Responses to Questions Submitted and Clarifications to Specifications

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The following questions were submitted to ITS and are being presented as they were submitted, except to remove any reference to a specific vendor. This information should assist you in formulating your response.

Question 1: Section I, Submission Cover Sheet

Will an approved vendor of services in RFP 3850 be allowed to respond to LOCs for application maintenance? Or must a vendor also respond to RFP 3849 if it intends to provide software maintenance support?

Response: RFP No. 3850 is for consulting services only. If you want to be eligible to respond to a software maintenance LOC, you must respond to RFP No. 3849.

Question 2: Section III, Item 18

Under Additional Information to be included, you state that it applies to *this RFP*. Do you mean this General RFP we are responding to or any RFP aka LOC as described in Section VII? The use of the term RFP is confusing as it can apply to the General RFP and to the LOC. If this information is to be included now, where should we provide it?

Response: As stated in Section III, the objective of the Vendor Information section of this RFP is to provide Vendors with information required to respond to the RFP and Letters of Configuration (LOC) successfully. There are several items that refer to the project-specific (LOC) part of the process. Section III, Item 18 is one of those. As stated in Section VII, Item 1, the General RFP is the first part of the bidding process. The LOC is the second part of the process. Therefore all terms and conditions noted in the General RFP apply to each LOC. You will need to provide all information as requested in the specific LOC.

Question 3: Section IV, Item 17

If we as an OEM are part of the pool, could a reseller for us respond as Prime to an RFP if our reseller is not part of the pool?

Response: No, there are no manufacturer groups. The General RFPs are intended for direct sellers only. The General RFPs allow for new Vendors to respond at any time through November 30, 2017. Your reseller would need to respond directly to the General RFP.

Question 4: Section VII, Item 6.2.1

If we are responding to both RFP 3849 and 3850, can we change the wording of the checklist to indicate this (“...response for 3849 and 3850”) or do you want us to submit two separate Checklists in our one response?

Response: No, the checklist is for your benefit. ITS is not asking for the checklist to be returned. Only items 1 through 5 on the checklist should be sent.

Question 5: Exhibit A, Standard Contract

Will ITS require Performance Bonds/Irrevocable Letters of Credit as part of the standard contracts resulting from the LOCs?

Response: Please refer to Section VIII, Item 2.2 and Item 3. ITS cannot provide a yes/no answer to your question because each LOC is different. If an LOC requires a Performance Bond or Irrevocable Letter of Credit, it will be noted within the specific LOC.

RFP responses are due December 23, 2015, at 3:00 p.m. (Central Time).

If you have any questions concerning the information above or if we can be of further assistance, please contact Patti Irgens at 601-432-8223 or via email at Patti.Irgens@its.ms.gov.

cc: ITS Project File Number 42425