

RFP Questions and Clarifications Memorandum

To: Vendors Responding to RFP Number 3657 for Information Technology Services (ITS)
From: David L. Litchliter 
Date: March 22, 2011
Subject: Responses to Questions Submitted and Clarifications to Specifications
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RFP Number 3657 is hereby amended as follows:

1. Section II Proposal Submission Requirements, Item 8.1 is being modified to read:

The Vendor is required to submit one clearly marked original response of the complete proposal, including all sections and exhibits, in a three-ring binder.

2. Section VIII EPL Process Specifications, Item 7.3 is amended to add a new item as follows:

7.3.5 Sellers may only update their service rates at the six month updates listed in 7.1.1 above.

3. Section VIII EPL Process Specifications, Item 9.5.4 is being modified to read:

All service rates are not-to-exceed prices and may be changed as part of the six month update process.

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: I am a reseller. Do I have to submit a full RFP response or can I only submit my Vendor Contact Information form and my Service Fees form?

Response: Resellers are required to provide a full response to the RFP. Page 2 of the RFP has a checklist that shows items to be included in your response.

Question 2: Please clarify this for me from Section XII, "Marketing Report".

"Vendors that participated in the last Two-Way Radio EPL cycle MUST submit a current marketing report with your RFP response for this Two-Way Radio EPL cycle. If you had no sales from this list, then please state that there were no sales."

Is that referring to future due dates in the 3657 RFP or do I include a report of sales to date with my response for the new binder I am preparing now?

Response: This section is referring to sales for the current EPL 3485. Please also see Section XII, item 9. You may wait until May 15, 2011, to submit your marketing/sales report to make sure you include any sales from May 2010 through April 30, 2011.

RFP responses are due April 5, 2011, 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 Candace Moten at 601-432-8185 or via email at candace.moten@its.ms.gov.

cc: ITS Project File Number 38862