

# Memorandum

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**To:** Valid IT Hardware EPL 3760 Manufacturers and Sellers and Vendors Responding to RFP No. 3760

**From:** Craig P. Orgeron, Ph.D

**Date:** June 28, 2019

**Contact Name:** Renée Murray

**Contact Email Address:** [EPL.Team@its.ms.gov](mailto:EPL.Team@its.ms.gov)

**Contact Number:** 601-432-8146

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**RFP Number 3760 is hereby amended as follows:**

**1. Title Page, INVITATION section is modified to read:**

INVITATION: Sealed proposals, subject to the attached conditions, will be received at this office until June 12, 2014 @ 3:00 p.m. Central Time for the acquisition of the products/services described below for Mississippi Department of Information Technology Services. Additional proposals will be accepted as outlined in Section VIII: IT Hardware Processes, Item 3 Project Schedule.

**2. Title Page, Third box is modified to read:**

<p>PROPOSAL, SUBMITTED IN RESPONSE TO RFP NO. 3760 <i>Select the applicable date/time:</i> Seller: due <u>August 1, 2019</u> <del>August 1, 2017</del> at 3:00 p.m., <u>Central Time</u> <del>CST</del> Seller: due <u>February 6, 2020</u> <del>December 4, 2017</del> at 3:00 p.m., <u>Central Time</u> <del>CST</del> <u>Seller: due August 3, 2020 at 3:00 p.m., Central Time</u> <u>Seller: due February 4, 2021 at 3:00 p.m., Central Time</u> Manufacturer: accepted <u>August 1, 2019</u> <del>August 1, 2017</del> Through <u>February 4, 2021</u> <del>April 2, 2018</del> ATTENTION: EPL Team</p>
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**3. ITS Response Checklist, the first item is being modified as follows:**

~~RFP Response Checklist: These items should be included in your response to RFP No. 3760.~~  
**The ITS RFP Response Checklist details what each Vendor must include in their response to RFP 3760.**

Manufacturer Only

- \_\_\_\_\_ 1) Binder containing original response ~~(RFP 3760 not RFP 3658)~~
- \_\_\_\_\_ 2) Point-by-point response to Section VI RFP Questionnaire, Items 1 and 9

**4. Section II: Proposal Submission Requirements, Item 14.1 is being modified to read:**

The State's contacts for the selection process ~~are is~~ The EPL Team, 3771 Eastwood Drive, Jackson, MS 39211, 601-432-8000, [epl.team@its.ms.gov](mailto:epl.team@its.ms.gov).

**5. Section VI: RFP Questionnaire, Item 1.1 is being modified to read:**

1.1 **MAGIC Vendor Code:** Any Vendor who has not previously done business with the State and has not been assigned a MAGIC Vendor Code should visit the following link to register:

[https://sus.magic.ms.gov/sap/bc/webdynpro/sapsrm/wda\\_e\\_suco\\_sreg?sap-client=100](https://sus.magic.ms.gov/sap/bc/webdynpro/sapsrm/wda_e_suco_sreg?sap-client=100)

Vendors who have previously done business with the State may obtain their MAGIC Vendor Code at the link below.

<http://www.dfa.ms.gov/dfa-offices/mmrs/mississippi-suppliers-vendors/supplier-self-service/>

**All Vendors must furnish ITS with their MAGIC Vendor Code.**

MAGIC Vendor Code: \_\_\_\_\_

**6. Section VIII: IT Hardware Processes, Item 1.1 is being modified to read:**

Beginning with Item 2.1 of this section, label and respond to each outline point in this section as it is labeled in the RFP. If an item or sub-item contains information, you must respond to that point with 'Acknowledge', 'Will Comply' or 'Agreed'. Responding to the header item does not satisfy the requirement of a point-by-point response to "all items and sub-items". (Ex. You must respond individually to Item 7.4 and sub-items 7.4.1 and 7.4.2.)

**7. Section VIII: IT Hardware Processes, Item 2.5 is being modified to read:**

The EPL produced from these proposals will be valid through ~~June 30, 2019~~ **June 30, 2021**.

**8. Section VIII: IT Hardware Processes, Item 3 Project Schedule is amended as follows:**

Task	Date
First Advertisement Date for RFP	5/13/2014
Second Advertisement Date for RFP	5/20/2014
Third Advertisement Date for RFP	6/26/2018
Fourth Advertisement Date for RFP	<del>1/8/2019</del> <b>7/09/2019</b>
<b>Fifth Advertisement for RFP</b>	<b>1/14/2020</b>
<b>Sixth Advertisement for RFP</b>	<b>7/14/2020</b>
<b>Seventh Advertisement for RFP</b>	<b>2/4/2021</b>
Deadline for Vendor's Written Questions	3:00 p.m. Central Time on 5/28/2014
Deadline for Questions Answered and Posted to ITS Website <b>for Initial Opening</b>	6/5/2014

Open <u>Initial</u> Proposals	3:00 p.m. Central Time on 6/12/2014
Evaluation of <u>Initial</u> Proposals and <u>Associated</u> Manufacturer Websites	6/12/2014 - 6/30/2014
EPL Approval Notifications Sent to <u>Initial</u> Vendors (tentative)	6/30/2014
IT Hardware EPL 3760 Publish Date (tentative)	7/1/2014
Proposals for new Reseller Groups may be submitted at any time within the noted range. Responses will be processed by <b>ITS</b> as time permits.	<del>8/8/2018 through 2/4/2019</del> <u>8/1/2019</u> through <u>2/4/2021</u> or until replacement RFP is released.
Proposal for new Sellers may be submitted by 3:00 p.m. Central Time at these update periods. <u>Responses will be processed by ITS as time permits.</u>	12/4/2014 6/4/2015 12/3/2015 6/2/2016 12/1/2016 8/1/2017 12/4/2017 8/8/2018 2/4/2019 <u>8/1/2019</u> <u>2/6/2020</u> <u>8/3/2020</u> <u>2/4/2021</u>
IT Hardware EPL 3760 Expiration Date	<del>6/30/2019</del> <u>6/30/2021</u>

**9. Section VIII: IT Hardware Processes, Item 7.1 New Sellers is amended as follows:**

7.1.1 New Sellers who were not approved under the original RFP proposal opening, may submit a proposal to this RFP at any Update scheduled by ITS as follows:

- 7.1.1.1 December 4, 2014
- 7.1.1.2 June 4, 2015
- 7.1.1.3 December 3, 2015
- 7.1.1.4 June 2, 2016
- 7.1.1.5 December 1, 2016
- 7.1.1.6 August 1, 2017
- 7.1.1.7 December 4, 2017
- 7.1.1.8 August 8, 2018
- 7.1.1.9 February 4, 2019

7.1.1.10 August 1, 2019

7.1.1.11 February 6, 2020

7.1.1.12 August 3, 2020

7.1.1.13 February 4, 2021

**10. Section VIII: IT Hardware Processes, Item 7.2.1 is amended as follows:**

Manufacturers sponsoring a Reseller Group may submit a Reseller Group response at any time from ~~August 1, 2018 through February 4, 2019~~ August 1, 2019 through February 4, 2021.

cc: ITS Project File Numbers 40731 and 45168