

State of Delaware
Department of Technology and Information
QUESTIONS AND ANSWERS
DTI190015-GIS
Geographic Information System
January 31, 2019

#	Question	Answer
1	I just came across the RFP that was released last week and wanted to know if there was formal communication I needed to send to convey our interest in bidding on this project.	Not required to participate.
2	Under Proposal Requirements, VIII. Product Information, Page 8, "Product Information should be detailed for each offering including but not limited to the items below": Our pricelist includes 1000+ products. Please clarify whether this information is intended as guidance, or whether it is an absolute requirement.	Firms should provide the entire list of products that are being proposed as an offering under the resulting contract should the Firm be awarded. Products not listed will not be permitted for sale under the resulting contract.
3	#4. Contract Terms and Conditions, Item A. Contract Use by Other Agencies, Page 17, "The Department of Technology and Information (DTI) encourages other State of Delaware agencies to piggyback on the resulting contract by requesting a Memorandum of Understanding (MOU) from the Department prior to engaging the awarded Firm. Notification to the Firm will be initiated by DTI for approval of use prior to executing a Participating Addendum between the Firm and piggybacking agency." Our firm does not ordinarily require nor obligate express approval of state agencies affiliated with a central IT department to complete a Participating Addendum in order to use an MPA. Our firm typically extends this privilege as a matter of default. Please clarify whether this language is intended as guidance, or whether it is an absolute requirement.	No firm should assume they can extend a DTI contract to another entity without express written permission from the DTI Procurement Office. This language is a requirement. Firms are contacted prior to extending contract terms to external agencies. Pricing for this contract should be submitted with use for the entire State considered as this contract may be used in combination with chargeback models and other tools to support agencies that are part of the State Enterprise.
4	V. General Contract Terms, Item P. Firm Activity, Page 24, "No activity is to be executed in an off-shore facility, either by a subcontracted firm or a foreign office or division of the Firm. The Firm must attest to the fact that no activity will take place outside of the United States in its transmittal letter. Failure to adhere to this requirement is cause for elimination from future consideration." Our firm has Technical Support and Professional Services both domestic and abroad. Clarify what "Firm Activity" encompasses (i.e., is it Services only).	Any Firm Activity related to the Firm meeting the needs of the contract should they be selected for award.

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5	Under Proposal Requirements, VIII. Product Information, Page 9, "Any limitations or constraints in the offering, including any terms or conditions (e.g., terms of service, ELA, AUP, professional services agreement, master agreement)" In response to this section, are we to include with our response our full terms and conditions.	If there is any expectation that the State is to sign an agreement generated by the awarded vendor at a minimum a draft of the language should be submitted with the proposal.