



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

August 31, 2017

TO: ALL OFFERORS

FROM: MARIA FRY  
STATE CONTRACT PROCUREMENT OFFICER II

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS17807-PBT\_INST

**ADDENDUM # 2**

This addendum is issued to answer vendor questions to provide greater contract details regarding the referenced Invitation to Bid and to revise the deadline for receipt of proposals in order to adequately respond to the solicitation.

**Deadline to Respond has been changed to September 15, 2017, 3:00PM (Local Time)**

- 1. We understand pricing on Attachment A is to be price as each. Is the Contract Total Value meant to be a sum of those “each” prices or are we to multiple by the estimated quantities for the total?**

Calculate the Contract Total Value by adding the prices listed in the Price Column.

- 2. Also, are the Attachments that were sent (A-H), plus our product literature the only documents that are required for the bid to be submitted as complete?**

The Attachments and product literature demonstrating the desirable Technical Specifications outlined must be provided in both paper and electronic format. Please refer to the RFP Special Provisions, Section 6 and Section III Technical Specifications for more details.

- 3. Should this have been sent as a sole source type agreement, or like Pg. 11 indicates, an ‘Or equal’? Before we invest in bidding, I’d also like to know, if possible, the weighting price, and the weighting that the relationship with the instruments specified will play in the purchasing decision.**

Page 11, Section 8, as well as Section III Technical Specifications explains that the referenced brand names are not intended to be restrictive. Substitutions of products named will be considered provided the vendor certifies that the product offered is equal or superior to that specified. Please provide product brochures and any additional information to substantiate your product offering is of equal or greater value.

The contract shall be awarded to the lowest responsible and responsive bidder whose bid meets the requirements and evaluation criteria set forth in the invitation to bid. A contract may not be awarded to a bidder submitting a higher quality item than that designated in the invitation for bids unless the bidder is also the lowest bidder as determined under Delaware Code, Title 29, Chapter 69, §6923 (k).

All other terms and conditions remain the same.



**GOVERNMENT SUPPORT SERVICES – CONTRACTING**

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