



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

October 2, 2018

TO: ALL OFFERORS

FROM: DENNIS J SMITH
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: REQUEST FOR PROPOSAL – ADDENDUM #2
NO.: GSS19091-COPIER_PRI
Copiers, Printers and Multi-Function Devices

ADDENDUM #2

The purpose of this addendum is to respond to questions submitted regarding the solicitation.

Q1	<p>In Addendum 1, Q4/A4 states that “Subcontracting is not permitted under this contract.” This is in direct contradiction to several sections of the RFP which state that subcontracting is permitted (please see examples below). Clarification is requested to ensure that all vendors have the same interpretation, and provide responses based on the same business structure.</p> <ul style="list-style-type: none">i. Section III, Format for Proposal; Item Y. Subcontracts (Page 10) – “Subcontracting is permitted under this RFP and contract.”ii. Section IV Proposal Evaluation Procedures; Item B. General Provisions; Paragraph 39. Vendor Responsibility (Page 30) – “The successful Vendor(s) shall be responsible for all products and services as required by this RFP whether or not the Vendor or its subcontractor provided final fulfillment of the order. Subcontractors, if any, shall be clearly identified in the Vendor’s proposal by completing Attachment 7, and are subject the approval and acceptance of Government Support Services.”iii. Section IV Proposal Evaluation Procedures; Item B. General Provisions; Paragraph 62. Subcontracts (Page 36) – “Subcontracting is permitted under this contract...”
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	<p>iv. Attachment 7 – Subcontractors, Subcontractor Information Form (Page 50)</p> <p>We are asking for clarification as we are trying to structure this as a manufacturer-led bid, where our direct Delaware sales and Gold-level service facilities can receive and fulfill orders under the contract, and Vendor is responsible for oversight, conformance and reporting.</p>
A1	<p>Subcontracting is not permitted under this RFP and contract for maintenance, customer service and billing. Delivery and pick up of equipment may be coordinated through an established provider of such services. Billing, service dispatching, reporting and all other terms/conditions (with exception only to delivery and pick-up) must be provided by the awarded vendor.</p>
Q2	<p>We requested an extension to the due date due of the RFP. Is it feasible to get a one- or two-week extension due to the size and complexity of the RFP response?</p>
A2	<p>Because the request was received from only one vendor an extension of time will not be granted.</p>

All other terms and conditions remain the same.