



STATE OF DELAWARE  
EXECUTIVE DEPARTMENT  
OFFICE OF MANAGEMENT AND BUDGET

June 17, 2020

TO: ALL OFFERORS  
FROM: COURTNEY MCCARTY  
STATE CONTRACT PROCUREMENT SUPERVISOR  
SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: GSS20876-3D\_SCANNER

**ADDENDUM # 1**

The purpose of this addendum is to respond to questions asked during the Q&A period and to update the submission requirements and bid opening procedures as a result of the extension to the current State of Emergency.

**QUESTIONS & ANSWERS**

Q1. We have been quoting Delaware State police under the GSA schedule which has much better prices. Are they able to use GSA?

A1. Vendors are encouraged to offer their best pricing; including pricing available through GSA or other publicly advertised and awarded cooperative contract, when responding to this solicitation.

Q2. What is unclear to me, and I was hoping you could answer, is whether or not this opportunity is classified as a small business set-aside?

A2. The solicitation is open to any and all vendors who can meet the need; regardless of business composition or location.

**SUBMISSION REQUIREMENTS**

Pursuant to the provisions of the declared State of Emergency, bids in response to the subject solicitation shall be submitted electronically with a hard copy to follow by mail.

Electronic bid submissions must be emailed to [gss-bid-submit@delaware.gov](mailto:gss-bid-submit@delaware.gov)

**The email subject line MUST include the solicitation number and vendor name.**



Be advised, the email transmitted, including all required information and attached files may not exceed 25Mb.

**Only those submission received at [gss-bid-submit@delaware.gov](mailto:gss-bid-submit@delaware.gov) by the bid submission deadline will be considered.** It is the responsibility of the offeror to ensure their bid is received by the deadline.

The hard copy of the bid must exactly match the electronic bid and shall be received no later than seven (7) calendar days from the bid closing date. The hard copy must be sent in a sealed envelope clearly displaying the contract number and vendor name to:

State of Delaware  
Government Support Services  
Contracting Section  
100 Enterprise Place, Suite 4  
Dover, DE 19904-8202

**Bids must be received by 3:00pm Local Time Tuesday, July 7, 2020.**

#### **BID OPENING**

Pursuant to the provisions of the declared State of Emergency the bid opening will be held **3:30pm Local Time Tuesday, July 7, 2020** through electronic means. To attend the bid opening via remote access, the public may participate by joining the meeting at: <https://stateofdelaware.webex.com/stateofdelaware/j.php?MTID=mbb917919612ca138b145f08fd3d3a5f>

Meeting Number (Access Code): 129 305 9817

A listing of proposals received will be posted online and available for review at: [http://bids.delaware.gov/closed\\_bids.asp](http://bids.delaware.gov/closed_bids.asp), under the contract specific page.

All other terms and conditions remain the same.

S:\ Addendum to GSS20876 RFP