



*Delaware Health
And Social Services*

DIVISION OF MANAGEMENT SERVICES

PROCUREMENT

DATE: November 13, 2018.

RFP# HSS-18-008A

PROJECT COORDINATION SERVICES

For

The Division of Substance Abuse & Mental Health

Date Due: **12/5/2018** at 11:00 AM (Local Time)

ADDENDUM # 1- QUESTION AND ANSWER SUMMARIES

PLEASE NOTE:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE ABOVE MENTIONED RFP.

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Procurement Administrator

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The Division of Substance Abuse & Mental Health

REQUEST FOR PROPOSAL # HSS-18-008A
PROJECT COORDINATION SERVICES
Addendum #1

Questions and Answers

1. In lieu of three copies of the proposal on DVD or CD, would you accept these electronic copies on thumb drives?

Answer: Thumb drives are prohibited.

2. What does this phrase mean in the context of this RFP? "Copy of electronic price file shall be a separate file from all other files on the electronic copy."

Answer: Pricing must not be included in the technical proposal.

Please name the file document with your cost proposal clearly as the cost proposal in the electronic copy.

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Section B General Requirements, B1. Bidder Qualifications and B2. Work Plan

3. Is there a page limit for Section B1- Bidder Qualifications and B2 Work Plan?

Answer: There are no page limits.

4. Is there a specific font size or font type required for Section B1 and Section B2?

Answer: We have no set requirements for font size or font type. However, please keep in mind that your documents will be read and need to be legible.

5. Are there any specific requirements for charts and graphs if included in responses to Section B1 and Section B2?

Answer: There are no requirements for charts and graphs.

All other terms and conditions remain the same.