



STATE OF DELAWARE
EXECUTIVE DEPARTMENT
OFFICE OF MANAGEMENT AND BUDGET

April 27, 2016

TO: ALL OFFERORS

FROM: Courtney McCarty
STATE CONTRACT PROCUREMENT SUPERVISOR

SUBJECT: ADDENDUM TO REQUEST FOR PROPOSAL NO.: OMB16102-HRM_REVIEW

ADDENDUM #2

Addendum #2 changes the point of contact for this solicitation and the delivery address for response submissions.

Section 4. RFP Designated Contact (pages 3-4) is hereby amended to reflect:

Courtney McCarty, State Contract Procurement Supervisor
Office of Management and Budget, Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904

Section 2. Proposals (page 5) is hereby amended to reflect:

“All properly sealed and marked proposals are to be sent to the State of Delaware and received no later than 1:00PM (Eastern Standard Time) on May 13, 2016. The proposals may be delivered by Express Delivery (e.g., FedEx, UPS, etc), US Mail, or by hand to:

Courtney McCarty, State Contract Procurement Supervisor
Office of Management and Budget, Government Support Services
100 Enterprise Place, Suite 4
Dover, DE 19904

Vendors are directed to clearly print “BID ENCLOSED” and “HRM Diversity and Inclusion Review/OMB16102-HRM_REVIEW” on the outside of the bid submission package.

Any proposal received after the Deadline for Receipt of Proposals date shall not be considered and shall be returned unopened. The proposing vendor bears the risk of delays in delivery. Proposals inadvertently received at 122 Martin Luther King Jr. Blvd. South, Dover, DE 19901, will be accepted provided they are received no later than 1:00PM (Eastern Standard Time) on May 13, 2016.”

All other terms and conditions remain the same.