



Date of Issuance: 03/18/2015

Solicitation No. 8070000043

Requisition No. 8070000786

Amendment No. 01

Hour and date specified for receipt of offers is changed: No Yes, to: _____ 3:00 PM CST/CDT

Pursuant to OAC 580:16-7-30(d), this document shall serve as official notice of amendment to the Solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

- (1) Sign and return a copy of this amendment with the solicitation response being submitted; or,
- (2) If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date printed clearly on the front of the envelope.

ISSUED BY and RETURN TO:

U.S. Postal Delivery or Personal or Common Carrier Delivery:

Office of Management and Enterprise Services
ATTN: 8070000043
3115 N. Lincoln Blvd.
Oklahoma City, OK 73105

Jennifer McCaulla
Contracting Officer

Jennifer.McCaulla@omes.ok.gov
E-Mail Address

Description of Amendment:

a. This is to incorporate the following:

Question #1: Part A. Which section of the bidder's proposal response is the two page narrative (C.2. Mandatory Requirements - page 15 of the RFP) to be included in? Part B. Is the two page narrative the same as the Introduction Letter (E.12. Bid Deliverables, E.12.1. Section 1 - page 20 of the RFP)?

Answer #1: Part A. Section 4. Part B. No.

Question #2: Part A. What are the Specifications/Requirements referenced in E.12.4 of the RFP? Part B. What information is required to be included in the bidder's response to this section?

Answer #2: Part A E.12.4 references all of the items in Section C.2 Mandatory Requirements. Part B. "Bidder shall provide a brief narrative not to exceed two pages that clearly states the ability of the proposed solution to meet the minimum system (technical) requirements and will state how the requirements will be met. Bidder should provide examples, samples, and/or screenshots as applicable to the proposed solution."

Question #3: Part A. What Section of the bidder's response is the Workman's Comp Insurance Certification (F 1. Bidder Checklist) to be included? Part B. Is this form required as part of the proposal response?

Answer #3: Part A. Section 1. Part B. Yes.

Question #4: Part A. Are the Vendor/Payee Form and W-9 Form required for the proposal response? Part B. If so, which section of the bidder's response should these forms be included? Part C. If the Vendor/Payee Form is a requirement, where can it be accessed? It is not included as part of the RFP.

Description of Amendment - continuing

Answer #4: Part A. The Vendor/Payee Form or the W-9 Form is required only if the Supplier is not a registered vendor of the State of Oklahoma. Part B. Section 1. Part C. The Vendor/Payee Form can be located on the Office of Management and Enterprise Services website. Click on the hyperlink titled OMES Forms and then the Division of Central Accounting and Reporting (DCAR) Forms. The W-9 Form can be obtained from the United States Department of Treasury - Internal Revenue Service.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature