



**State of Oklahoma
Oklahoma State Department of Health**

Amendment of Solicitation

Date of Issuance: 01/03/14

Solicitation No. 3400001234

Requisition No. 3400016301

Amendment No. 01

Hour and date specified for receipt of offers is changed: No Yes, to: January 10 3:00 PM CST

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:

Oklahoma State Department of Health
1000 NE 10th Street, Room 309

Patricia Bagwell
Contracting Officer

(405) - 271 - 4043
Phone Number

Oklahoma City, OK 73117 - 1299
or

Personal or Common Carrier Delivery:

Oklahoma State Department of Health
1000 NE 10th Street, Room 309

patriciab@health.ok.gov
E-Mail Address

Oklahoma City, OK 73117 - 1299

Description of Amendment:

a. This is to incorporate the following:

Extending response date until 10 January 2014, 3:00 PM CST, Provide line 6 description which was omitted in error.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**) _____ Date _____

Authorized Representative Name (**PRINT**) _____ Title _____ Authorized Representative Signature _____

Q & A - SOLICITATION 1234

1. Is there any further guidance regarding style, length, location, on-camera or off-camera talent, script writing, music, or other parameters of all videos?

Answer-- Music is not in the contract. All locations for the camera should be in ADA format and the ASL interpreters must be certified. The script is provided. The words should be clear in acceptable ADA format.

2. All videos require "Highlighted Text", in addition to captioning. What does "Highlighted Text" mean?

Answer- The text is highlighted for viewing.

3. There is a line 6, but no LINE #6 with Description, or deliverable requirements. Is there a page missing?

Answer- Yes see attached page.



SOLICITATION REQUEST

Request for Quote Request for Proposal Request for Bid

Dispatch via Print

Department of Health
OKLAHOMA STATE DEPT OF HEALTH
SHIPPING & RECEIVING
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Request Quote ID.	Date	Buyer	Page
3400001234	11/22/2013	Patricia Bagwell	5
Payment Terms	Date Time Quote Open	Closing	
0 Days	11/05/2013 08:12 AM	12/30/2013 03:00 PM	
Requisition Number Reference:		From Reg ID ~ 3400016301	

Ship To: OKLAHOMA STATE DEPT OF HEALTH
ACCOUNTS PAYABLE
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Bill To: OKLAHOMA STATE DEPT OF HEALTH
ACCOUNTS PAYABLE
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Vendor: NAME
Address: _____
Address: _____
City: _____ ST: _____ ZIP: _____

Supplier Responsas

Line	Cat CD / Item # - Descr	Qty.	UOM	Unit Cost	Ext. Cost
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LINE # 6

DESCRIPTION: Your Civil Rights and Disaster Assistance, English, English with American Sign Language (ASL), Spanish and Spanish with American Sign Language (ASL)

QTY: (2) - Audio- English, Captioned, Highlighted Text

Unit Price: \$ _____

Total: \$ _____

QTY: (2) - Audio - English, Captioned, Highlighted Text, American Sign Language (ASL)

Unit Price: \$ _____

Total: \$ _____

QTY: (2) - Audio-Spanish, Captioned, Highlighted Text

Unit Price: \$ _____

Total: \$ _____

QTY: (2) Audio-Spanish, Captioned, Highlighted Text Spanish, American Sign Language (ASL)

Unit Price: \$ _____

Total: \$ _____

Freight Terms: FOB DEST **Ship Via:** COMMON

Lead Time: _____

Supplier Remarks:

COMMENTS:
CONTRACT ADMINISTRATOR: PATRICIA BAGWELL (405) 271-4043

VIDEO PRODUCTION OF DVDS VIDEOS TEACHING EMERGENCY PREPAREDNESS TO AMERICANS WITH DISABILITIES. VENDOR TO PROVIDE ENGLISH AND SPANISH VERSIONS AND IN (ASL) AMERICAN SIGN LANGUAGE, ALL CAPTIONING/TEXT/GRAPHICS WILL BE IN TIMES ROMAN FONT SIZE 16, BLACK IN COLOR AND IN BLOCK FORMAT. OSDH LOGO MUST APPEAR ON ALL DVD AND WEB-BASED FORMATS FILES MUST BE ONE OF THE FOLLOWING FILE FORMATS: .wav, .mp3, .wma, .wmv, .swf, .mov, .mpg and .flv.

The file size must 75 megabytes or be broken into multiple files. The Multimedia Manager of the OK.gov Web editor will not allow other file types or larger files to be posted.

Accessibility: Media files (audio or video) must comply with the Oklahoma Accessibility Standards which requires that they must either be closed captioned or the script posted along with the file in text form.

PROGRAM AREA WILL PROVIDE LOGO TO VENDOR UPON WARD.

VENDOR TO PROVIDE PROGRAM AREA WEB-BASED PRODUCT FOR AUTHORIZATION TO PROCEED. PRODUCT IS DUE 90 DAYS

This is NOT AN ORDER

All returned quotes and related documents must be identified with our request for quote Number.

Authorized Signature



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Request for Proposal

Request for Bid

Dispatch via Print

Department of Health
OKLAHOMA STATE DEPT OF HEALTH
SHIPPING & RECEIVING
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Request Quote ID.	Date	Buyer	Page
3400001234	11/22/2013	Patriola Bagwell	6
Payment Terms	DateTime Quote Open	Closing	
0 Days	11/05/2013 09:12 AM	12/30/2013 03:00 PM	
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ACCOUNTS PAYABLE
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Bill To: OKLAHOMA STATE DEPT OF HEALTH
ACCOUNTS PAYABLE
1000 NE 10TH ST
OKLAHOMA CITY OK 731171299

Vendor: NAME _____
Address: _____
Address: _____
City: _____ ST: _____ ZIP: _____

Line	Cat CD / Item # - Descr	Qty.	UOM	Supplier Responses	
				Unit Cost	Ext. Cost
	FROM DATE OF AWARD.				

PROGRAM AREA WILL GIVE VENDOR APPROVAL IN WRITING WITH AUTHORIZATION TO PROCEED. PRODUCT PRODUCTION TIME FRAME: VIDEO PRODUCTION DUE 120 DAYS FROM DATE OF AWARD. ANY CHANGES MUST BE AUTHORIZED IN WRITING BY THE PROGRAM AREA.
ALL CAPTIONING/TEXT/GRAPHICS WILL BE IN TIMES ROMAN FONT SIZE 16, BLACK IN COLOR AND IN BLOCK FORMAT. OSDH LOGO MUST APPEAR ON ALL DVD AND WEB-BASED FORMATS. PROGRAM AREA WILL PROVIDE LOGO TO VENDOR UPON AWARD.

VENDOR TO PROVIDE PROGRAM AREA WEB-BASED PRODUCT FOR AUTHORIZATION TO PROCEED DUE 90 DAYS FROM DATE OF AWARD.

PROGRAM AREA WILL GIVE VENDOR APPROVAL IN WRITING WITH AUTHORIZATION TO PROCEED. PRODUCT PRODUCTION TIME FRAME: VIDEO PRODUCTION DUE 120 DAYS FROM DATE OF AWARD. ANY CHANGES MUST BE AUTHORIZED IN WRITING BY THE PROGRAM AREA.

This is NOT AN ORDER

All returned quotes and related documents must be identified with our request for quote Number.

Authorized Signature