



DATE: July 27, 2016

TO: Prospective Respondents

FROM: Stacey Fournier, Purchasing Agent I

RE: Addendum #1, RFP # SF071116, IT Infrastructure Hardware and Related Services.

All Respondents are hereby advised of the following amendments to the Request for Proposal document(s) which are made an integral part of the bid documents. Respondents are required to acknowledge receipt of this addendum in their proposal response, as well as include a signed copy of this addendum with their RFP response.

**Item 1: Changes to RFP Schedule**

Delete the RFP schedule from section 4.1 entirely and replace it with the following:

<b>RFP SCHEDULE</b>	<b>DUE DATES*</b>
RFP Issue/Release	July 11, 2016
Deadline to submit RSVP for Mandatory Pre-proposal Teleconference	July 18, 2016
Email Release of Pre-proposal Teleconference Call-in Information	July 19, 2016
Mandatory Pre-proposal Teleconference	July 20, 2016 at 10:00 AM (ET)
Deadline for Written Inquiries	July 21, 2016
Addendum Addressing Proposer Inquiries <u>and</u> Release of Contract Form	On or before August 3, 2016
Deadline for Written Inquiries Related to Contract Form ONLY	August 10, 2016
Addendum Addressing Proposer Inquiries Related to Contract Form ONLY	On or before August 18, 2016
Proposal Due Date & Time	August 24, 2016 @ 2:00 PM (ET)
Presentations, if required	September 2016
Anticipated Award Date	September 2016
Target Contract Service Commencement	January 1, 2017 or upon contract execution, whichever is later

\*Subject to change as deemed necessary by the University.

Office of the Executive Vice President for Administration and Chief Financial Officer

**Procurement Services**

3 DISCOVERY DRIVE, UNIT 6076  
 STORRS, CT 06269-6076  
 PHONE 860.486.2619  
 FAX 860.486.5051  
 www.procurement.uconn.edu

**Item 2: Changes to Section 5.1**

Delete section 5.1 entirely and replace it with the following:

Proposals are due on August 24, 2016 at 2:00PM (ET). Any proposal received after the stated due date and time will be rejected and may be returned to the Proposer upon their request and at their expense. Facsimile, emailed, or unsealed proposals will not be accepted under any circumstances.

**Item 3: General RFP Correction**

3.1 The following section has been updated and shall be part of Respondent’s proposals. Proposers that do not utilize this updated response template may be deemed noncompliant.

- Section 8.0, Form of Proposal v.2

**BIDDER NOTE:** This addendum must be completed, signed and submitted with your proposal response to be considered for award. If you have already submitted a proposal, please complete the addendum and submit same in a sealed envelope, clearly marked with the RFP number, response date, and return address. This will be accepted as part of your proposal response, **PROVIDING IT IS RECEIVED BY THE PURCHASING DEPARTMENT BY THE TIME AND DATE SPECIFIED IN THE ORIGINAL RFP DOCUMENT, OR AS AMENDED BY THIS DOCUMENT.** Please acknowledge receipt of this addendum by email to [stacee.fournier@uconn.edu](mailto:stacee.fournier@uconn.edu).

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