

STATE OF CONNECTICUT
DEPARTMENT OF ADMINISTRATIVE SERVICES

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RFP NO.:	18PSX0317
Proposal Due Date:	1 May 2019
Date Addendum Issued:	4 April 2019

PLEASE NOTE:

This document has been marked as "Returnable". Electronic submittal of this document indicates that your company has read and accepted any modifications to the RFP that are contained in this Addendum.

RFP ADDENDUM #1

DESCRIPTION:

RFP Solicitation for Web Based Content Providers of Electronic Resources for the Connecticut State Library's Division of Library Development

FOR:

Connecticut State Library

PROPOSERS NOTE:

- Below are the responses to submitted questions for RFP #18PSX0317.

Question 1: Whether companies from Outside USA can apply for this? For instance like from India or Canada?

Response: Yes, provided that all other requirements are met.

Question 2: Whether we need to come over there for meetings?

Response: Yes; a product demonstration may be required. At the discretion of DAS, proposers must be able to confirm their ability to provide all proposed services. Any required confirmation must be provided at a site approved by DAS and without cost to the State. (Reference RFP Document - Proposal Requirements Section #6 Proposer Demonstration of Proposed Services and or Products on Page 8 of 10)

Question 3: Can we perform the tasks (related to RFP) outside USA?

Response: Please reference Question 1 Response.

Question 4: Can we submit the proposals via email?

Response: No. Please reference RFP Section 3, Online Proposal Responses in the Request for Proposals document.

Question 5: Could you please provide a list of all participating libraries?

Response: The RFP is for the benefit of all academic, public, K-12 schools, and special libraries [hospital, correctional, etc.] in Connecticut

Question 6: For the Core Content category, can we bid both package options and a la carte options?

Response: Yes.

Question 7: On page 10 of the main RFP document, we are asked to provide financial statements for the past 2 years. Can you please clarify what kind of statements you are looking for in response to this requirement? As a privately held company, we do not typically disclose sensitive financial statements (e.g. balance sheets, etc.) without execution of a Non-Disclosure Agreement (NDA). As an alternative, would it be acceptable to submit our financial stability package, which includes a recent Dun & Bradstreet report, accompanied by letters from our VP of Finance and independent auditors for the previous two years?

Response: This is a requirement for this RFP solicitation to provide proof of company financial stability with proposal submission. However, should proposers wish this information to be considered confidential, proposers should mark this information as "Confidential". This information will not be made viewable to the public and will only be reviewed by the evaluation committee.

Question 8: The following forms are mentioned on page 4 of the main RFP document, however these are not included in the overall package. Can you please clarify where to find these/whether these are applicable?

- Contract Exhibit B – Price Schedule (RFP-16)
- Request for Proposal IT Contract (RFP-50IT)
- Exhibit 1 – Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitations Limitations

Response:

RFP #18PSX0317 Document clarifications as follows:

- Contract Exhibit B – Price Schedule (RFP-16) = Attachment 3 – Exhibit B Price Schedule
- Request for Proposal IT Contract (RFP-50IT) = Attachment 1 – Sample Contract (RFP-50IT)
- Exhibit 1 – Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitations Limitations = Exhibit C which has been added to this RFP Solicitation.
- Note the RFP Document (RFP-22) page 4 has updated Exhibit 1 to now reflect Exhibit C - Notice to Executive Branch State Contractors and Prospective State Contractors of Campaign Contribution and Solicitations Limitations Form as reference in RFP-50IT Contract Document.

Question 9: If we should have minor exceptions to the terms and conditions, should we include these at this time? Or will there be complete contract negotiations post-submission/pre-award?

Response: You may include edits within your proposal submission, however, the resulting contract will be negotiable.

Question 10: Can you please provide a sample Table of Contents for submission/an exhaustive list of all required submission pieces?

Response: Please refer to and address the items in the "Request for Proposals from Web based content providers" in the Submittal Requirements section on Page 9.

Question 11: Can you please confirm whether proposal/performance bonds are applicable? As outlined on page 1 of the Standard Terms and Conditions.

Response: Proposal/Performance bonds will not be required for this solicitation.