

RFP #17-001
Amendment # 1

Procurement Schedule

Task	Date
Request for Proposal (RFP) Issue Dates	July 22, 2016 and July 29, 2016
Receive Questions for Clarification Deadline	August 5, 2016
Respond in Writing to Clarification	August 10, 2016
Required Letter of Intent	August 11, 2016
Acknowledgement of Receipt of Letter of Intent via Email	August 12, 2016
Proposal Package Submission Deadline	August 19, 2016
Proposal Opening	August 22, 2016
Anticipated Online Product Presentation Date	August 24, 2016
Anticipated Date of Notice of Intent to Award	August 31, 2016
Proposed Period of Performance	September 1, 2016 – December 31, 2019

NOTE: MDOC reserves the right to adjust the Procurement Schedule as it deems necessary.

Proposals must be received by MDOC no later than the **official deadline** of:

August 19, 2016, 3:00 p.m., Central Time

Proposals must be submitted to: **Sharon Pepper, Human Resources Director, Human Resources Department, Mississippi Department of Corrections, 633 North State Street, Jackson, Mississippi 39202**

Proposals must be received by the above named party by the official deadline to be considered. Proposals will be date and time stamped as they are received by MDOC.

Any proposals received after the deadline will be marked as being LATE and will not be opened. All proposals received by MDOC are deemed to be the property of MDOC and may be used as MDOC sees fit. MDOC will not be responsible for non-delivery or late delivery of proposals. **The offeror alone is responsible for ensuring that their proposal package is delivered to the Human Resources Director, Human Resources Department no later than the official deadline.**

If using a commercial delivery company such as FedEx, UPS, USPS or any other public, private or commercial courier service that requires that you use their shipping package, your proposal should be sealed and labeled as stated above to prevent premature opening. Parties submitting proposals assume all risks of delivery, including late delivery, lost delivery or failure to deliver.

9.0 Required Letter of Intent

Offerors shall notify MDOC of their intention to submit a proposal. The letter of intent shall be submitted via email to Spepper@mdoc.state.ms.us by August 9, 2016, 3:00 p.m., Central Time. The letter of intent shall include the title of this request for proposals, the offeror's organizational name and address, one (1) to two (2) sentences stating that the offeror's organization intends to submit a proposal for this service, location of the service area, and the contact person's name, title, phone number, fax number, Tax I.D. number, DUNS number, address and email address **(See Exhibit F)**.