

# **REQUEST FOR PROPOSALS**

## **ADDENDUM # 2**

**ISSUED: 06/07/2013**

**RFP NUMBER: CSP902014  
INDEX NUMBER: DAS022**

The State of Ohio, through the Department of Administrative Services, Office of Procurement Services, is requesting proposals for: Fleet Credit Card Services

Attached is page 1 and 13 to this Request for Proposal (RFP). Remove the corresponding page(s) from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to remove the Performance Bond requirement and to extend the Inquiry Period; also, to extend the Proposal Due Date to June 14, 2013.

**PROPOSAL DUE DATE:  
OPENING LOCATION:**

**Department of Administrative Services  
General Services Bid Desk  
4200 Surface Road  
Columbus, Ohio 43228-1395**



Office of  
Procurement Services  
Service · Support · Solutions

REQUEST FOR PROPOSAL

RFP NUMBER: CSP902014  
 INDEX NUMBER: DAS022  
 UNSPSC CATEGORY: 80161505

The state of Ohio, through the Department of Administrative Services, Office of Procurement Services, on behalf of the Department of Administrative Services, is requesting Proposals for:

FLEET CREDIT CARD SERVICES

**OBJECTIVE:** The State of Ohio, Department of Administrative Services, General Services Division, Office of Fleet Management (OFM) is seeking to contract with a Offeror to obtain a fleet credit card that would allow state agencies, some state colleges & universities and some political sub-divisions to purchase fuel and maintenance/ repair services, including roadside service.

RFP ISSUED: May 17, 2013  
 INQUIRY PERIOD BEGINS: May 17, 2013  
 INQUIRY PERIOD ENDS: \* June 10, 2013 at 8:00 AM  
 PROPOSAL DUE DATE: \*June 14, 2013 by 1:00 PM

Offeror must submit both a "Technical Proposal" and a "Cost Proposal" as a part of its Proposal package. These are two separate components which shall be submitted in separate sealed envelopes/packages, clearly identified on the exterior as either "Technical Proposal" or "Cost Proposal" with the respective RFP Number and due date on each. Offeror must submit this signed cover page with its technical Proposal.

Submit Sealed Proposals to:

Department of Administrative Services  
 Office of Procurement Services  
 Attn: Bid Desk  
 4200 Surface Road  
 Columbus, OH 43228-1395

Note: Please review the [Proposal Instructions](#) on our Web site.

<p><b>Offeror Name and Address:</b></p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>E-Mail Address: _____</p> <p>Phone Number: (        ) _____ - _____, Ext. _____</p>	<p><b>Name/Title:</b></p> <p>_____</p> <p>_____</p> <p>Signature: _____</p> <p>By submitting a response to this RFP, and signing above, Offeror acknowledges, understands and agrees to comply with the RFP requirements and confirms all the instructions and links have been read and understood.</p>
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\*Indicates revision.

9. Card reader pricing per unit. Up to three configurations will be accepted. All specifications, features and descriptions must be included.				\$
10. Polling / data storage hardware (PC / server) per unit.				\$
11. Card reader and tank unit installation costs.				\$
12. Others (specify).				\$

All costs must be in U.S. Dollars.

All Offerors who seek to be considered for a contract award must submit the above information in the format specified. The Original Cost Summary must be included in a separate, sealed envelope/package labeled on the exterior as "Cost Proposal" with the RFP Number and due date.

PERFORMANCE BOND: Requirement deleted.