

REQUEST FOR PROPOSALS

ADDENDUM # 1

ISSUED: 03/06/14

**RFP NUMBER: CPS900515
INDEX NUMBER: LIB001**

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

PERIODICAL SUBSCRIPTION AND CONTINUATION SERVICES FOR THE STATE LIBRARY OF OHIO

Attached is page ten (10) to this Request for Proposal (RFP). Remove the corresponding page from the existing RFP and replace with the attached.

Reason for Addendum. This addendum is issued to update the Excel RFP Journal Price List and link, listed on page 10.

PROPOSAL DUE DATE:	March 21, 2014 by 1:00 PM
OPENING LOCATION:	Department of Administrative Services General Services Bid Desk 4200 Surface Road Columbus, Ohio 43228-1395

1.0 COST SUMMARY

1.1 SUBMISSION The Cost Summary shall be submitted with the Proposal (under separate cover labeled as the Cost Proposal). All prices, costs, and conditions outlined in the Proposal shall remain fixed and valid for acceptance for 120 days, starting on the due date for Proposals. No price change shall be effective without prior written consent from DAS, Office of Procurement Services.

The Offeror's total cost for the entire Work must be represented as the firm, fixed price. All costs for furnishing the services must be included in the Cost Proposal.

3.2 THE OFFEROR'S FEE STRUCTURE The Contractor will be paid as proposed on the Cost Summary after the Agency approves the receipt of product(s)/services and continued completion of all deliverables. All costs must be in U.S. Dollars.

3.3 REIMBURSABLE EXPENSES None; there will be no additional reimbursement for travel or other related expenses. The State will not be responsible for any costs not identified.

3.4 BILL TO ADDRESS
State of Ohio Library
Attention: Fiscal Services
374 E. First Ave.
Columbus, OH 43201

Periodical Subscription and Continuation Services for the State Library of Ohio

CSP900515

UNSPSC CATEGORY CODE: 86141700

OFFEROR: _____

SUBSCRIPTION TABLE LINK FOR COST EVALUATION

** [RFP Journal Price List.xls](#)

Offeror shall fill out the linked RFP Journal List Excel Spreadsheet (Frequency of Publication and List Price). Failure to supply the list price for all items in the market basket RFP Journal List may deem the offer not responsive and no further consideration will be made for an award. DAS will sum together all the list price items together to come up with a lot total cost and multiply the lot total cost by the percentage service charge to come up with the Offeror's total cost for evaluation purposes only. DAS reserves the right to remove items from the RFP Journal List during the evaluation process if deemed necessary. This Journal list is not all inclusive nor a guarantee of what the agency may order from the awarded Contractor.

Offeror must include a printed copy in their sealed cost proposal journal list AND an electronic Excel copy of the spreadsheet on CD in their sealed cost proposal. If there is a discrepancy between the two the electronic Excel copy will be the official document used.

Description	Percent
Service Charge as a Percentage of Total Cost For The Life of The Contract - "Firm Fixed"	%

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.

** RFP Journal Price List is modified with addendum 1.