

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

March 06, 2024

ADDENDUM NO. 01

Your reference is directed to RFX Number 3000022537 for the Invitation to Bid for the State of Louisiana – Emergency Infant Formula, Bottles, and Nipples, which is scheduled to open at 10:00 am CT on March 14, 2024.

Following are the Vendor Inquiries received by the deadline date of February 29, 2024 and the State's Responses:

Vendor Inquiry #1

When does the QA period end?

State's Response #1

The deadline to submit questions for this solicitation was on February 29, 2024. The deadline for the State to answer the questions submitted by prospective vendors is March 07, 2024. These dates can be found in the Calendar of Events section on pg. 2 of Attachment A – Standard Terms and Conditions.

Vendor Inquiry #2

How many delivery locations are there?

State's Response #2

This solicitation is to establish an emergency statewide contract(s) for Infant Formula, Bottles, and Nipples. Since deliveries will be statewide, there is no one specific physical address for each parish. Any State Agency, Quasi State Agency, or Political Subdivision can potentially order from the awarded contract(s).

Vendor Inquiry #3

Who is the current supplier?

State's Response #3

The current list of awarded contracts can be found at the below links.

[Contract #4400022023](#)

[Contract #4400022047](#)

[Contract #4400022056](#)

Vendor Inquiry #4

Is the current price list available?

State's Response #4

Please refer to State's Response #3.

Vendor Inquiry #5

What is the estimated monthly usage?

State's Response #5

Per Attachment A – Standard Terms and Conditions, Page 5, Quantities - this is an open-ended requirements contract. Quantities shown on Attachment B – Price Sheet are based on the previous contract usage or estimates.

Vendor Inquiry #6

Has does the term “emergency” refer to in the solicitation title?

State's Response #6

The term “emergency” indicates that any contract(s) resulting from this solicitation will only be activated and available for use when the Governor declares a State of Emergency.

Vendor Inquiry #7

Upon review, if there are bid terms and conditions Vendor may not be able to agree to, will the State allow Vendor to include clarifications or exceptions as part of its bid submission?

State's Response #7

This solicitation contains all terms and conditions with respect to the commodities herein. Any vendor contracts, forms, terms, or other materials submitted with bid may cause bid to be rejected.

Vendor Inquiry #8

Will the resulting contract from this solicitation be federally funded in whole or in part?

State's Response #8

Any funds utilized by the agencies will be funds that have been appropriated to them by the legislature.

Vendor Inquiry #9

Does the State consider electronic signatures to be valid “original” signatures (i.e.” DocuSign)?

State’s Response #9

Yes.

All else remains as on original Invitation to Bid.

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail, by hand delivery, or courier to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building - Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: _____ By: _____

REVISION: If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or by hand delivery or courier to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Building - Ste. 2-160, Baton Rouge, LA 70802, and indicate the RFX number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

Revisions received after bid opening shall not be considered and you shall be held to your original bid.

Revision:

For: _____ By: _____

By: Christine Schwartzburg
Office of State Procurement
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Email: Christine.schwartzburg@la.gov