

MONTGOMERY COLLEGE - OFFICE OF PROCUREMENT
REQUEST FOR PROPOSAL (RFP) TITLE:
LIFE/AD&D, DISABILITY AND VOLUNTARY BENEFITS
RFP NUMBER: E925-001
CLOSING DATE: JULY 22, 2024 @ 3:00PM Eastern Standard Time



ADDENDUM #1
Issued: 7.12.2024

PURPOSE OF ADDENDUM:

- Add the following new clause:

Contract Term

The initial term of this contract will be for one (1) year from contract start. Beyond the initial term, at the sole option of the College, the contract may be renewed for three additional one-year terms, subject to funding availability and need, and provided that the Contractor has been in compliance with the terms and conditions of the contract and its service has been satisfactory.

- To replace original section 1.14 (Contract Award) of Request for Proposal, with the following:

One or more contract awards will be made in the best interest of the College to the highest ranked responsible, responsive and qualified Offeror/s who can best meet or exceed the terms, conditions, specifications, and requirements of this solicitation. Evaluation of Offerors will be based on Offeror qualifications, competitive pricing and references. The evaluation for award will be made on the basis of payment to the Contractor in Net 30 Days from the date an acceptable invoice is received by Montgomery College. The College may cancel this Request for Proposal or reject any or all proposals in whole or in part.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. If proposal has already been submitted, acknowledgement should be submitted separately. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: All proposals MUST BE RECEIVED **electronically** by 3:00pm Eastern Standard Time (EST) on **July 22, 2024, 2023**.

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Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time: vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**



ADDENDUM #1 - continued

Company Name

Authorized Signature

Date

Printed/Typed Signature