


AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT		1. Solicitation Number CFOPD-19-I-037		Page of Pages	
				1	Attachments
2. Amendment/Modification Number Amendment No. 1	3. Effective Date See Box 16C	4. Requisition/Purchase Request No.	5. Solicitation Caption Stored Value Gift Cards		
6. Issued by: Office of the Chief Financial Officer Office of Contracts 1100 4 th Street SW Suite E610 Washington, DC 20024		Code	7. Administered by (If other than line 6)		
8. Name and Address of Contractor (No. street, city, county, state and zip code) ALL POTENTIAL OFFERORS Code Facility		X	9A. Amendment of Solicitation No. CFOPD-19-I-037		
			9B. Dated (See Item 11) July 30, 2019		
			10A. Modification of Contract/Order No.		
			10B. Dated (See Item 13)		
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS					
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended. <input checked="" type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning a <u>1</u> written copy of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. Accounting and Appropriation Data (If Required)					
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS , IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14					
A. This change order is issued pursuant to (Specify Authority):					
B. The above numbered contract/order is modified to reflect the administrative changes.					
C. This supplemental agreement is entered into pursuant to authority of:					
D. Other (Specify type of modification and authority) Administrative					
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return 1 copy to the issuing office.					
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible.) The above referenced solicitation to provide Stored Value Gift Cards is hereby amended to reflect the following changes (Attachment A) and response to inquiries received (Attachment B). ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED					
Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.					
15A. Name and Title of Signer (Type or print)			16A. Name of Contracting Officer		
			Drakus Wiggins		
15B. Name of Contractor (Signature of person authorized to sign)		15C. Date Signed	16B. District of Columbia  (Signature of Contracting Officer)		16C. Date Signed August 6, 2019

Solicitation No. CFOPD-19-I-037
Stored Value Gift Cards
Amendment No. 1

Attachment A

The following changes are hereby incorporated into the solicitation.

- 1. Section L.2 is hereby amended to extend the deadline for inquiries to August 9, 2019, 2:00PM EST.**

Attachment B

The following are responses to inquiries received.

Question 1. How will the price evaluation work if I do not have a fee for the cards? I offer discounts.

Response 1. For the purpose of providing a completed Section B, Price Schedule as a bid submission, in accordance with Section L.3, bidders should enter its percentage discount in Column C and \$0 in Column D to indicate no service fee. For example, for CLIN 001 Safeway, if the discount 1% and \$0 service fee, the extended total will be calculated as \$65,340.00. Conversely, if a bidder does not offer a discount, but will apply a service fee per card, the bidder should enter 0% as its discount value and enter its service fee per card. For example, for CLIN 001 Safeway, if the discount is 0% but a \$0.50 service fee per card applies, the extend total will be calculated as \$69,511.50.

Question 2. The pricing structure seems limited to either a discount or a service fee per card. If I have a service fee per order, where should that be applied?

Response 2. In accordance with Section B.3.1, the stated price shall be all-inclusive and per Section B.3.2, no additional cost shall be permitted in pricing. Any pricing in a bid that is in addition to (or beyond) a discount percent off the card value or a service fee per card may be grounds for the bid being deemed nonresponsive and ineligible for award. The bidders should make a business decision of how its pricing will confirm to respond to the solicitation.

Question 3. Please confirm that the overnight shipping cost per order will be reimbursed regardless of the size of the order.

Response 3. Confirmed.

Question 4. How will the ordering process work?

Response 4. On an as needed basis, the COTR will present an order for a card brand, the denomination of the cards, and the quantity of cards to the contractor. The contractor will specify the shipping cost for that order. A task order will be executed by the contractor and the DC Contracting Officer for the total order plus shipping cost. The processing time kicks in once the contractor received the executed task order and the District wires the funds to the contractor. A single order may include multiple brands and multiple denominations. Orders will be agency by agency for each order to associate with one shipping location.