



**DISTRICT OF COLUMBIA DEPARTMENT OF MENTAL HEALTH
CONTRACTS AND PROCUREMENT ADMINISTRATION**

November 12, 2009

**HP LASERJET PRINTER MAINTENANCE RM-10-RFQ-014-BY1-OF
AMENDMENT NUMBER 1**

TO PROSPECTIVE OFFERORS:

The Department of Mental Health (DMH) Request for Quote (RFQ) Solicitation RM-09-RFQ-014-BY1-OF has been amended to answer the following questions:

Question Number	Evaluation Question	Question
1		Is there a previous contract for this equipment?
DMH RESPONSE: There is no previous Contract for the HP LaserJet Printer Support Maintenance Services.		
Question Number	Evaluation Question	Question
2		Who is the vendor currently servicing the equipment?
DMH RESPONSE: Current Vendor information is available by submitting a Freedom of Information Act request to the Department of Mental Health.		
Question Number	Evaluation Question	Question
3		What was the cost of the last year's contract and is this the same equipment as last year's contract?
DMH RESPONSE: The cost of HP LaserJet Printer Support Maintenance Services cost for last year's Contract is not available. HP LaserJet Printer Support Maintenance services are subject to change.		
Question Number	Evaluation Question	Question
4		Is the contract available for viewing?
DMH RESPONSE: There is no Contract available for viewing for the HP LaserJet Printer Support Maintenance Services.		

Question Number	Evaluation Question	Question
5		Is there a service history available?
<p>DMH RESPONSE: HP LaserJet Printer Support Maintenance services history is not available.</p>		
Question Number	Evaluation Question	Question
6		Is all the equipment up and running?
<p>DMH RESPONSE: HP LaserJet Printer equipment are up and running.</p>		
Question Number	Evaluation Question	Question
7		Could you please give me the particular specs of the HP Laser printers that need the maintenance? This will help us get the proper quote.
<p>DMH RESPONSE: The particular specifications of the HP Laser Printers that require Support Maintenance shall be the HP LaserJet Printer – P3005</p>		
Question Number	Evaluation Question	Question
8		Since it is not possible to know the parts to be replaced at this time, Will the Government pay for the parts and materials when used? As such, we will only quote for the labor rate.
<p>DMH RESPONSE: Prospective Offerors shall give a general or approximate maximum cost for Support Maintenance including labor and parts that normally require replacement during servicing.</p>		
Question Number	Evaluation Question	Question
9		HP LaserJet Printer Support Maintenance Services Site Visit
<p>DMH RESPONSE: F.4 <u>OPTIONAL SITE VISIT</u> - Site Visit CANCELLED</p> <p>F.4.1 Optional Site Visit shall be held on Monday, November 16, 2009 at 9:30 AM in the conference room (Training Room) located at 64 New York Avenue NE 4th floor Washington, DC 20002. Present at the conference shall be representatives from the DMH's, Contracts and Procurement Administration. The purpose shall be to discuss and clarify the need for HP LaserJet P3005 Maintenance services.</p>		

**ALL OTHER TERMS AND CONDITIONS OF THE
REQUEST FOR QUOTES REMAIN UNCHANGED.**

Only one copy of this amendment is being sent to potential Offerors. Offerors shall sign below and attach a signed copy of this amendment to each Quote to be submitted to the place specified for receipt of Quotes. Quotes shall be mailed or delivered in accordance with the instructions provided in the original RFQ. In the event your Quote has been previously deposited with the Department of Mental Health, Contracts and Procurement Administration (DMH/CPA), submit this signed Amendment in a sealed envelope, identified on the outside by the RFQ number and submission date. This signed Amendment must be received by the DMH/CPA no later than the date and time for closing.

Failure to acknowledge receipt of Amendment One (1) for Solicitation Number No.: RM-09-RFQ-014-BY1-OF may be cause for rejection of any Quote submitted in response to the subject RFQ.

Signed:


Samuel J. Feinberg, CPPO, CPPB
Director, Contracts and Procurement
Agency Chief Contracting Officer

Amendment Number One (1) is hereby acknowledged and is considered a part of the Quote for Solicitation Number: RM-09-RFQ-014-BY1-OF.

Signature of Authorized Representative

Date

Title of Authorized Representative

Print or Type Name of Firm

All Correspondence or inquiries related to this Solicitation or any modifications shall be addressed to:

Samuel J. Feinberg, CPPO, CPPB, Director, Contracts and Procurement
Agency Chief Contracting Officer Department of Mental Health
64 New York Avenue – 4th Floor Washington, DC 20002
(202) 671-3188 – Office/ (202) 671-3395 – Fax Email: Samuel.feinberg@dc.gov