

Invitation for Bid for Tax Year 2015, 2016, and 2017
Tax Form 1095-C and Form 1095-B
Addendum 4 – Test File Q&A and Proposal Due Date Extension

Posted on: December 4, 2015

Addendum 4 Overview

The Department of Finance and Administration (DFA) is issuing this Addendum #4 to Invitation for Bid (IFB) #3160000738 to provide all vendors an opportunity to ask questions about the test file and to extend the proposal submission deadline.

Addendum 4 – Vendor Questions and Answers Regarding Test File Generation

As part of the IFB process, vendors must request a test file of 1095-C and 1095-B information to print and include in their submitted response.

Addendum 3 was issued on December 3, 2015 to change the mapping of the required test files. The test file was also available (to vendor's requesting the file) for distribution on December 3, 2015.

To ensure that all vendors have an opportunity to ask questions regarding the test file, DFA will be adding a period of time for questions and answers. The questions that are submitted during this time must focus **solely** on the test files that are required for submission.

All other questions about the IFB will not be accepted or answered. The deadline for general IFB questions has passed.

All questions about the test file generation must be submitted in writing, via email, to david.pitcock@dfa.ms.gov by 5:00 PM Central Standard Time (CST) Monday, December 7, 2015. No questions will be accepted after this deadline.

DFA will provide written responses to all questions to all vendors by 5:00 PM CST on Tuesday, December 8, 2015. Specific references to a vendor will be removed from the questions and answers. The questions and answers will be loaded as an exhibit to this IFB within MAGIC.

Addendum 4 – IFB Proposal Submission Deadline Extension

Because Addendum 3 modified the file layout for the test file generation, DFA will be extending the deadline for proposal submission.

Proposals can now be submitted electronically in MAGIC no later than 12:00 AM Central Standard Time (CST) on Saturday, December 11, 2015. DFA/MMRS is not responsible for proposals submitted after the deadline.

Proposals can also be sent in via **overnight** mail to the address below. The proposals must be posted marked no later than 12:00 AM CST on Saturday, December 11, 2015.

Mississippi Department of Finance and Administration
Mississippi Management and Reporting System
Attn: David Pitcock
210 East Capitol Street
Suite 1400
Jackson, Mississippi 39201

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Note: If vendors need help submitting their proposal within MAGIC, please contact the MMRS Call Center at 601-359-1343 or via email at mash@dfa.ms.gov. The call center hours of operation are Monday – Friday; 8:00 AM – 4:30 PM CST. As the deadline for submission is 12:00 AM, if you need assistance in submitting in MAGIC, you will need to be sure to contact the call center during its hours of operation. **No Assistance will be provided after 4:30 PM CST and proposals will not be accepted after the submission deadline.**

DFA reserves the right to reject any or all bids.

Appendix A: Signature Page & Cost Proposal

Vendor must complete the Appendix A: Signature Page & Cost Proposal document and submit with their proposal.