

**STATE OF INDIANA**

**Request for Proposal** **23-75072**

**Respondent Best and Final Offer (BAFO)**

**INDIANA DEPARTMENT OF ADMINISTRATION**

***On Behalf Of***

**Family and Social Services Administration (FSSA)**

***Request for Proposal Regarding:***

**Indiana Pathways for Aging Member Support Services**

**BAFO Response Due Date: July 28, 2023**

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Indiana Department of Administration

Procurement Division

402 W. Washington St., Room W468

Indianapolis, Indiana 46204

1. **Best and Final Offer:**

The State is giving an opportunity for the Respondent to improve their pricing proposal. Any modifications to the services initially proposed or reduction in scope of work will not be permitted. The Respondent’s Best and Final Offer (BAFO) will be used in calculating their final cost scores according to the evaluation criteria and formula set forth in RFP 23-75072.

The Respondent is required to use the Cost Proposal Template (Attachment **D**) to submit their BAFO. A Respondent’s BAFO must include all costs for the original proposal, and pricing reductions should be based on reduced costs, not reduced services. Further, pricing may not be increased from the original proposal in any cell of the worksheet, even if the newly proposed total bid amount is lower than the originally proposed total bid amount.

If the Respondent submits a revised cost proposal with the BAFO request, the Respondent must also submit revised “Cost Proposal Narrative” and “Cost Assumptions, Conditions, and Constraints” documents.

If the Respondent is providing a BAFO, they must also submit updated MWBE and IVOSB Subcontractor Commitment Forms (Attachment **A** and **A1**), updated commitment letters that align with the BAFO pricing, and an updated Indiana Economic Impact form (Attachment **C**). Be sure the Total Bid Amount equals the four-year bid amount total in Cell C8 of tab 4 of the Cost Proposal Template, and percentages should be precise up to two decimal places. Please be sure the Total Bid Amount, subcontractor commitment amounts and percentages match across the updated Cost Proposal, Attachments A and A1, and the commitment letters.