****

**STATE OF INDIANA**

**ADDENDUM #3**

**Request for Proposal 23-74607**

**INDIANA DEPARTMENT OF ADMINISTRATION**

**On Behalf Of**

**Indiana Department of Health**

**Solicitation For:**

**Women, Infants, and Children (WIC) Formula Cost-Containment System**

**Response Part One, Submission Form Due Date and Time:**

**~~June 1,~~ June ~~2~~ 6, 2023 @ 3:00 PM ET**

**Response Part Two, Submission of Proposals by Flash Drive Due Date and Time:**

**~~June 1~~ June ~~2~~ 6, 2023 @ 3:00 PM ET**

Christina Garcia, Procurement Specialist

[cgarcia@idoa.in.gov](mailto:cgarcia@idoa.in.gov)

Indiana Department of Administration

Procurement Division

402 W. Washington St., Room W468

Indianapolis, Indiana 46204

**Please note that the Supplier Portal is no longer available.** Please access the sourcing event package and documents at <https://www.in.gov/idoa/procurement/current-business-opportunities/>.

**Summary of Changes**

Deletions are indicated via ~~strikethrough~~ and additions have been made in red font in the corresponding documents.

1. **The following edits have been made to the RFP document , in the Women, Infants, and Children (WIC) Formula Cost-Containment System RFP, 23-74607:**

1.2 **Definitions and Abbreviations**

StateAgency As defined in IC4-13-1-1, “State Agency” means an authority, board, branch, commission, committee, department, division, or other instrumentality of the executive, including the administrative, department of State government.

## **Summary Scope of Work**

Monthly infant participation and infant formula issuance data for the months of ~~May 2022 through~~ October 2022 through March 2023 is shown in the tables below.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **~~IN WIC Participation, May-October, 2022~~** | | | | | | | |
|  |  |  |  |  |  |  |  |
| **~~Infant Feeding Method~~** | **~~May~~** | **~~June~~** | **~~July~~** | **~~August~~** | **~~September~~** | **~~October~~** | **~~Monthly Average~~** |
| ~~Exclusively Breastfed~~ | ~~5,101~~ | ~~5,253~~ | ~~5,413~~ | ~~5,567~~ | ~~5,585~~ | ~~5,590~~ | ~~5,418~~ |
| ~~Partially Breastfed (mostly and some)~~ | ~~5,752~~ | ~~5,916~~ | ~~6,143~~ | ~~6,474~~ | ~~6,628~~ | ~~6,791~~ | ~~6,284~~ |
| ~~Fully Formula Fed~~ | ~~23,033~~ | ~~22,420~~ | ~~21,811~~ | ~~21,319~~ | ~~20,935~~ | ~~20,628~~ | ~~21,691~~ |
| ~~Monthly Total~~ | ~~33,886~~ | ~~33,589~~ | ~~33,367~~ | ~~33,360~~ | ~~33,148~~ | ~~33,009~~ | ~~33,393~~ |
| **~~Formula Type~~** |  |  |  |  |  |  |  |
| ~~Contract Formula~~ | ~~24,409~~ | ~~24,432~~ | ~~24,072~~ | ~~23,928~~ | ~~23,683~~ | ~~23,418~~ | ~~23,990~~ |
| ~~Standard Non-Rebate Formula~~ | ~~1,014~~ | ~~867~~ | ~~702~~ | ~~634~~ | ~~641~~ | ~~571~~ | ~~738~~ |
| ~~Exempt lnfant Formula~~ | ~~2,692~~ | ~~2,534~~ | ~~2,540~~ | ~~2,568~~ | ~~2,604~~ | ~~2,612~~ | ~~2,592~~ |



The State will require medical documentation before issuing the following, according to 7 C.F.R. 246.10(d)~~d~~(1) except as allowed under any applicable waivers and in order to meet religious eating patterns as allowed per 7 C.F.R 246.10(d)(2)(i): any non-contract brand infant formula; any infant formula prescribed to an infant, child, or adult who receives Food Package III; any exempt infant formula; any WIC-eligible nutritional; any authorized supplemental food issued to participants who receive Food Package III; and any contract brand infant formula that does not meet the requirements in 7 C.F.R. 246.10(e)(12).

~~The State reserves the right to approve or reject for issuance by the WIC Program any new and/or improved iron-fortified infant formula.~~

WIC Vendors’ Minimum Stocking Requirements:

Food and grocery with pharmacy vendors must maintain a minimum stock of WIC approved foods and all stores must maintain WIC approved foods within their fresh dates. To assure that WIC clients can redeem their WIC EBT cards for proper types and quantities of foods, food and grocery with pharmacy vendors are always required to have a minimum stock in the store. See Attachment E, Questions and Answers Template, tab Q5 Min Stock Req for list.

## 1.5 **Negotiated Bid Outline**

Attachment G - revised

## 1.7 **Due Date for Bid Responses**

All proposals must be received at the address below by the Procurement Division no later than 3:00 p.m. Eastern Time on June ~~1~~ 6th, 2023.

The following delivery revision has been made:

* Due to the unique nature of public openings, two options for submission are available. Respondents may have the flash drives and hardcopies delivered through a service provider. It is recommended that these arrive at the Government Center - South by June 5, 2023 for mail distribution to have the response available at the above address for the public opening. Respondents may also deliver by hand, in person before 3 pm EST on June 6, 2023. Deliveries after 3 pm on June 6, 2023 will not be accepted, opened or read. Attending the in person opening or the virtual opening is not a condition of being awarded. The award will be made without representation attending either public opening opportunity.
* Responses not submitted by the deadlines will not be ~~evaluated,~~ accepted, opened or read.

~~Sending the response via email or hand delivery ARE NOT viable alternatives.~~

## 1.9 **Pricing**

Bids will be read aloud on ~~June 1~~ ~~June 2~~~~nd~~ June 6th, 2023, beginning at 3:00PM EST and located within IDOA’s Conference Room on the 4th Floor of the Indiana Government Center South.

The public entrance to the Indiana Government Center South is located at: 10 N. Senate Avenue (East side of building)

[~~https://indiana.webex.com/indiana/j.php?MTID=me0fbcfd4eb7e40330342211184939b52~~](https://indiana.webex.com/indiana/j.php?MTID=me0fbcfd4eb7e40330342211184939b52)

~~Friday, June 2, 2023 3:00 PM | 1 hour | (UTC-04:00) Indiana (East)~~

~~Meeting number: 2302 159 2356~~

~~Password: daTmSmSE332~~

~~Join by video system~~

~~Dial 23021592356@indiana.webex.com~~

~~You can also dial 173.243.2.68 and enter your meeting number.~~

~~Join by phone~~

~~+1-240-454-0887 United States Toll (San Jose)~~

~~Access code: 230 215 92356~~

<https://indiana.webex.com/indiana/j.php?MTID=me0fbcfd4eb7e40330342211184939b52>

Tuesday, June 6, 2023 3:00 PM | 1 hour | (UTC-04:00) Indiana (East)

Meeting number: 2302 159 2356

Password: daTmSmSE332

Join by video system

Dial 23021592356@indiana.webex.com

You can also dial 173.243.2.68 and enter your meeting number.

Join by phone

+1-240-454-0887 United States Toll (San Jose)

Access code: 230 215 92356

## 1.10 **Proposal Clarifications and Discussions**

The State may request clarifications, in writing, on bid responses submitted. ~~These clarifications could include, but are not limited to, request for additional information, or request for Bid Cost.~~ If clarifications are conducted, they will involve all responsive Respondents ~~and will be conducted in writing~~. ~~As a result of these clarifications, Respondents may be asked to submit revised bid responses. Respondents may respond to this request by submitting their initial bid response unchanged; however, prices cannot be increased, they must remain the same or lower.~~

## 1.12 **Type and Term of Contract**

Contract will be extended by mutual written consent.

## 1.22 **Summary of Milestones**

|  |  |
| --- | --- |
| **Activity** | **Date** |
| Issue of solicitation | May 3rd, 2023 |
| Deadline to Submit Written Questions | May 10th, 2023  by 3:00 PM Eastern Time |
| Response to Written Questions/Amendments | May 22nd, 2023 |
| Submission process Part one:  Submission Form and Required Attachments  (See footnote 3.) | ~~June 1~~~~st~~June ~~2~~~~nd~~ 6th, 2023  by 3:00 PM Eastern Time |
| Submission process Part two:  Submission of Proposals as sealed bid on Flash Drive(s)  (See footnote 3.) | ~~June 1~~~~st~~June ~~2~~~~nd~~ 6th, 2023  by 3:00 PM Eastern Time |
| Submission of Reference Check Forms to State  (See footnote 3.)- | Not applicable to this solicitation |
| ***The dates for the following activities are target dates only. These activities may be completed earlier or later than the date shown.*** | |
| Bid Opening | ~~June 1~~~~st~~ June ~~2~~~~nd~~ 6th  2023  at 3:00 PM Eastern Time |
| Award Recommendation | June 19-23, 2023 |

## 2.3 **Bid Cost**

2.3.4 Price level increases and decreases in the successful Respondent’s lowest national wholesale full truckload price per unit occurring subsequent to the bid opening and during the Contract effective dates will result in an automatic rebate increase or decrease on a cent-for-cent basis on the first day of the month ~~in which~~ after the increase or decrease has occurred and to apply to all Indiana WIC infant formula containers redeemed in the month of the increase (§246.16a(c)(7)(iv)).

## **3.2 Evaluation Criteria**

**Step 1**

* Adherence to ~~Mandatory~~ Minimum Requirements cited in ~~2.2.3~~ 2.4.1 and applicable attachments for 2.4.1.3 and 2.4.1.4

**II. Att F – Attestation Form**

**1.0 Mandatory Submissions and Requirements:**

~~Section 2.2.6 Mandatory Contract Terms/Clauses ☐ Have read and understand this section~~

Section 2.4.1 Attestation Form ~~Mandatory~~ Minimum Requirements

☐ Have read and meet this requirement.

☐ Have read and meet requirement 2.4.1.2

☐ Have read, meet this requirement and submitted description per 2.4.1.3

☐ Have read, meet this requirement and submitted list per 2.4.1.4

☐ Have read and meet requirement 2.4.1.5

**2.0 Confirm mutual understanding and submission.**

***2.3 Bid Cost ☐ Have read, and meet Certification***

~~2.4.1. Minimum Requirements~~

~~☐ Have read and meet requirement 2.4.1.2~~

~~☐ Have read and meet this requirement and submitted 2.4.1.3~~

~~☐ Have read and meet this requirement and submitted 2.4.1.4~~

~~☐ Have read and meet requirement 2.4.1.5~~

2.4.~~4~~.5. Subcontractors

~~(Additional subcontractors/those not submitted in Attachment A/Attachment A1)~~

**3.0 Claim clarification**

~~2.7~~ 2.4.3 Buy Indiana Initiative/Indiana Company

~~☐ YES claiming (points only awarded if finalized per Buy Indiana registry)~~

~~or~~

~~☐ NO, not claiming~~

**5.0 Subcontractors per 2.4.5** ~~(additional subcontractors/those not submitted in Attachment A/Attachment A1)~~

**6.0 Respondent Alternative Contract Terms/Clauses per ~~RFP~~ Negotiated Bid Section 2.2.6.**