



STATE OF TENNESSEE
DEPARTMENT OF REVENUE

REQUEST FOR INFORMATION # DOR2020.10 AMENDMENT # 1 FOR IMAGING AND DATA CAPTURE SYSTEM

DATE: October 23, 2020

RFI # DOR2020.10 IS AMENDED AS FOLLOWS:

1. **This RFI Schedule of Events updates and confirms scheduled RFI dates.** Any event, time, or date containing revised or new text is highlighted.

	EVENT	TIME (Central Time Zone)	DATE (all dates are State business days)
1.	Release of RFI		October 9, 2020
2.	Deadline for Written Questions from Vendors	05:00 PM CST	October 30,2020
3.	Pre-Response Conference call bridge	11:00 AM CST	November 3, 2020
4.	Deadline for Submitting Responses	02:00 PM CST	November 6, 2020

2. **Delete RFI section 3 in its entirety and insert the following in its place** (any sentence or paragraph containing revised or new text is highlighted):

3. **COMMUNICATIONS: Email communication is preferred for documentation purposes.**

- 3.1. Please submit your response to this RFI to:

Matthew Waitkus
Department of Revenue
500 Deaderick Street 7th Floor Nashville TN 37242
Matthew.Waitkus@tn.gov
615-741-1122

- 3.2. Please feel free to contact Vicky Hutchings with any questions regarding the RFI submission process. The main point of contact will be:

Vicky Hutchings
Department of Revenue
500 Deaderick Street 10th Floor Nashville TN 37242
Vicky.Hutchings@tn.gov
615-253-9936

- 3.3. Please reference RFI # DOR2020.010 with all communications to this RFI.

- 3.4. The Pre-Response Conference originally planned prior to current world circumstances has been canceled due to the complications of meeting in person and staffing complexities during the COVID-19 pandemic. In lieu of this update we are extending the deadline for sending in written questions by email to Friday October 30th. We will be compiling all questions with our responses to send out the same information to all interested parties no later than Tuesday November 3rd as well as appending this RFI post with those answers on that date. The final submission deadline will be extended to Friday November 6th so the question answers can be reviewed and considered.
- 3.5. Responders should include a cover sheet with a description of their company and provide primary contact information including company name, address, contact phone number, website, and email address.

Responders are asked to provide answers to the questions in Section 6. Please structure responses to correspond to the question number. Responses should be submitted electronically using Microsoft Word, sent to the Point of Contact e-mail listed on the RFI cover page. Please use RFI DOR2020.010 as the email subject line.

This document shall not be construed as a request or authorization to perform work for DOR. Any work performed by a vendor in response to this RFI is at the vendor's own discretion and expense. DOR is not obligated for any vendor costs related to this RFI. This RFI does not represent a commitment to purchase or lease any product. Submission of a response constitutes acknowledgement that the vendor has read and agrees to be bound by such terms.

While this RFI is the product of an information gathering process and has been subjected to a review, DOR makes no claims as to the accuracy of the information contained in it.

3. **RFI Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFI not expressly amended herein shall remain in full force and effect.