



RESEARCH CORPORATION OF THE UNIVERSITY OF GUAM

AMENDMENT 2

RCUOG Request for Proposal 21-01

GRANTS MANAGEMENT SOFTWARE

Date Issued: March 29, 2021

This is to notify all prospective offerors of the following amendment set forth below:

RFP 21-01 Page 5. The section in bold font has been added to 2.4.1.

241. General. Proposals must be in writing, signed in ink, and prepared as described in **Section 6. If submitting via USPS or courier service**, offerors must clearly mark one proposal as "ORIGINAL" and provide four (4) hard copies. The original and hard copies must be placed in a sealed envelope clearly labeled with the RFP Number, RFP Title, and Proposal Due Date. The original should be unbound and each hard copy must be separately bound. Price quotes for proposals must be submitted in a separate, sealed envelope to be opened only after the proposals have been evaluated. **If submitting via email to cmoore@triton.uog.edu, offerors must submit one digital proposal file and one digital price proposal file. The price proposal shall be password protected. The password shall be included in the proposal.** Erasures or other changes in a proposal must be explained or noted over the signature of the offeror. Offerors may designate portions of the proposals which contain trade secrets or other proprietary data to remain confidential. Proposals must include: offeror contact information and principal place of business, the abilities, qualifications, and experience of all persons assigned to provide the required services, description of past performance on similar contracts and tasks as outlined in the RFP, detailed plan explaining how the services will be performed. Proposals containing any conditions, omissions, unexplained erasures or alterations or items not called for in the RFP, or irregularities of any kind may be rejected by RCUOG as being non-compliant. Proposals may be mailed to Cathleen Moore-Linn, RCUOG, 303 University Drive, Mangilao, GU 96923, delivered to House #24 Dean Circle, UOG campus between the hours of 8AM to 5PM, **or emailed to cmoore@triton.uog.edu. Proposals must be received by 4:00PM CST on April 9, 2021,**

Regards,

Cathleen Moore-Linn
Executive Director
Research Corporation of the University of Guam



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Please acknowledge receipt and email: cmoore@triton.uog.edu:

Name of company: _____

Print Name/Signature/date: _____