



ADMINISTRATIVE OFFICE OF THE COURTS  
PROCUREMENT AND CONTRACT ADMINISTRATION  
2003 C COMMERCE PARK DRIVE  
ANNAPOLIS, MD 21401

Questions/Responses No.2 to the Request for Proposal (RFP)  
MJUD COTS (Commercial-Off-the-Shelf) Software

K12-0024-25L

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Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors who received the RFP. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the RFP is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the Offeror asking the question.

1. Question: I noticed that in "Attachment D – Price Proposal Form and Instructions" states that the forms cannot be altered. Would our response be rejected if I recreated these forms in a word document exactly as they exist in the solicitation document?

**Response: No.**

2. Question: Please confirm that ATTACHMENT G-1 Schedule for Participation of Minority Business Enterprises and ATTACHMENT G-2 Minority Contractor Project Disclosure and Participation Statement DO NOT need to be submitted with RFP response. Only ATTACHMENT G-3 Offeror Acknowledgement of PORFP MBE Participation Commitment needs TO BE submitted with RFP response. The reason for asking is the box at the top left of ATTACHMENTS G-1 and G-2 states the following:

NOTE: The required MBE forms must be submitted with your technical proposals/bid. Failure to submit the required forms will result in your bid proposal being deemed non-responsive.

**Response: Attachment G-3, Offeror Acknowledgement of PORFP MBE Participation Commitment is the only MBE form that needs to be submitted with an Offeror's proposal and is only required if proposing for Functional Area II—Installation and Training Services. Failure to submit Attachment G-3 at the time of proposal submission will result in rejection of that Offeror's proposal for Functional Area II.**

**Attachments G-1 and G-2 are required at the time of PORFP submission, the secondary level of competition for Functional Area II. Failure of a Master Contractor to submit Attachments G-1 and G-2 with a Functional Area II PORFP response will result in rejection of that PORFP response.**

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