

# REQUEST FOR PROPOSALS



## IT Assessment

### **RFP # 23-251 Addendum 2**

Issued: July 19, 2023

**UPDATED DATE - Proposals Due: July 25, 2023 @ 2pm**



Trisha Newton, Purchasing Manager

PO Box 1578 • 805 S. Walker Street • Burgaw, NC 28425

910.259.1281 • [Purchasing@pendercountync.gov](mailto:Purchasing@pendercountync.gov)

Addendum 2 has been issued to extend the due date for Proposals in response to RFP # 23-251 for an IT Assessment.

Due to the Pender County website, [www.pendercountync.gov](http://www.pendercountync.gov), being down for several days, we have extended the deadline for Proposals. It is our intention to give all interested vendors an opportunity to respond. We do not register vendors; we use our website as the primary means of communication. Due to the unavailability of critical information, we have extended the deadline for Proposals to Tuesday, July 25, 2023 by 2pm. Proposals may be submitted electronically. Hard copies are permitted but not required.

If you have previously submitted a Proposal, you have the option to submit an updated Proposal by the new deadline should you decide to do so. You must email [purchasing@pendercountync.gov](mailto:purchasing@pendercountync.gov) to request the initial submission be destroyed. If you submitted a hard copy, you may also request for you initial submission to be destroyed and/or visit Pender County Finance in person to collect hard copies. Then you simply submit an updated version reflecting the updated date submitted and/or the updated proposal deadline.

If you wish for your original submission to be considered, you do not have to take any action. You are welcome to send an email to [purchasing@pendercountync.gov](mailto:purchasing@pendercountync.gov) to express that you want your original response considered, but this is not necessary.

We apologize for the last minute change in date. We acknowledge that a significant amount of work is involved in creating a Proposal and your efforts are sincerely appreciated.

Proposals are due before 2:00 pm on Tuesday, July 25, 2023. The subject line and/or outside of the submittal package should be clearly marked "RFP # 23-251 IT Assessment" and must identify the company submitting the Proposal. There will not be a formal opening.

Proposals shall be addressed to the attention of Trisha Newton, Purchasing Manager at one of the following addresses:

<p><b><u>By Mail:</u></b> Pender County Purchasing Attn: Trisha Newton PO Box 1578 Burgaw, NC 28425</p> <p><b>Mark Envelope:</b> RFP # 23-251 IT Assessment</p>
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<p><b><u>In Person / By Courier:</u></b> Pender County Purchasing Attn: Trisha Newton 805 S. Walker St. Burgaw, NC 28425</p> <p><b>Mark Envelope:</b> RFP # 23-251 IT Assessment</p>
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<p><b><u>By email:</u></b>  Purchasing <a href="mailto:purchasing@pendercountync.gov">@pendercountync.gov</a></p> <p><b>Subject Line:</b> RFP # 23-251 IT Assessment</p>
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