

State of Louisiana
Department of Revenue

JOHN BEL EDWARDS
Governor



KIMBERLY LEWIS ROBINSON
Secretary

March 14, 2019

ADDENDUM #2

Your reference is directed to Request for Proposal (RFP) #: 3000011906 for Debt (Tax and Non-tax) Collection Services, which is scheduled to open at 3:30 pm on April 11, 2019.

The following changes are to be made to the referenced RFP:

Sections 1.11, 2.3(5)(b), and Part III(2)(e)(i) shall be modified (items in **bold**, *italicized* and underlined have been changed) to read as follows:

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED PROPOSAL.

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1.11 Technical and Cost Proposals

3. Additional Requests:

- c. The Proposer's response to this Request for Proposals shall be considered a formal offer. Only communications from the Proposers, which are signed, and in writing, will be recognized by the State as duly, authorized expressions on behalf of the Proposer.

Proposals should be labeled as the following:
(Proposer's Name)
Proposal for Collection Services
Louisiana Department of Revenue
04/11/2019

Contributing to a better quality of life.

2.3 Deliverables

The Contractor shall provide, including but not limited to, the following deliverables...

5. Required Reports-General Provisions...

- b. Monthly reports provided by Contractor shall comply with the file formats listed in **Attachment V**.

Part III, Evaluation

2. Experience–Capability, Expertise and Means: The Proposer should submit a detailed overview of its relevant state tax collection experience as well as the collection methods and system utilized, including but not limited to the following:
 - e. ii. The Proposer should provide last three (3) years of audited financial statements or other representation of financial solvency, which demonstrates that the proposer has adequate resources or has the stability to obtain such resources, as required for the performance of this contract. **Other representations of financial solvency for privately held companies shall be the company's federal and state tax returns for the previous calendar years of 2017, 2016, and 2015. These federal and state tax returns for all three (3) years should be submitted for a privately held company to meet this requirement. Meanwhile, publicly held companies should submit the required audited financial statements for three years.** The Proposer should also submit the names and addresses of banking and lending institutions, which LDR may contact for financial references.

NOTE: The State of Louisiana reserves the right to revise this RFP. Revisions, if any, before the Proposal Submission Deadline will be formalized by the issuance of an addendum to the RFP.