



MISSISSIPPI DIVISION OF
MEDICAID

**INVITATION FOR BID
SHREDDING SERVICES -STATEWIDE
IFB #20241108
AMENDMENT #2 - REVISED IFB
REFERENCE GUIDE**

HEADER PAGE					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Amendment #2 Date	Header Page	1	Issue Date	1	January 3, 2025
Re-Submission Due Date	Header Page	1	Closing Date & Time Bids shall be received by 2:00 p.m., December 17, 2024	1	January 17, 2025

1.0 PROCUREMENT OVERVIEW					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Amendment #2 Date	1.3 (Figure 1.1)	N/A	N/A	5	January 3, 2025
Re-Submission Due Date	1.3 (Figure 1.1)	N/A	N/A	5	January 17, 2025
Anticipated Date of Notice of Intent to Award	1.3 (Figure 1.1)	5	December 20, 2024	5	January 24, 2025
Public Procurement Review Board meeting date (proposed)	1.3 (Figure 1.1)	5	February 5, 2024	5	March 5, 2025
Contract Start	1.3 (Figure 1.1)	5	February 6, 2024	5	March 6, 2025
Bid Submission Requirements	1.6	6	SharePoint site	6	SharePoint site ONLY

Bid Submission Requirements	1.6	6	N/A	6	Shared email addresses are not accepted.
Bid Submission Requirements	1.6	6	N/A	6	Bid submissions should include all required documents for consideration.
Bid Submission Requirements	1.6	6	N/A	6	Bid submissions with language providing Web links for redirection are not accepted.
Confidential/Redacted Version of Bid	1.6.1	7	N/A	7	Failure to make a selection of the release of public information on Attachment I on the Release of Bid as Public Record Form may disqualify a bid submission from consideration.

2.0 PROJECT OVERVIEW					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Term for the Services	2.0	11	February 6, 2025, and end on February 5, 2026.	12	March 6, 2025, and end on March 5, 2026.
Bidding Groups by Region and Central Office Location	2.1.1 (Figure 1.2)	12	N/A	12	See Attachment J (also made modification to Table)

General Requirements (1 st paragraph)	2.1.2	12	Attachment I	13	Attachment J
General Requirements	2.1.2 (8)	13	Attachment I	13	Attachment J

3.0 PROCUREMENT PROCESS					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Bid Submission Format	3.4.14	19	PDF file	19	PDF file in SharePoint
Bid Submission Format	3.4.14	19	N/A	19	7. Attachment I – Release of Bid as Public Record
Bid Submission Format	3.4.14	19	7. Attachment I – DOM Central and Regional Office Locations List	19	8. Attachment J – DOM Central and Regional Office Locations List
Bid Submission Format	3.4.14	19	8. Attachment J – Amendment Acknowledgements	19	9. Attachment K – Amendment Acknowledgements
Bid Submission Format	3.4.14	19	N/A	19	10. Attachment L – Bid Response Checklist
Bid Submission Format	3.4.14	19	9. Appendix A – Financial Statements	19	11. Appendix A – Financial Statements
Bid Submission Format	3.4.14	20	Bid Submissions	20	Bid re-submissions
Bid Re-Submission Due Date	3.4.14	N/A	N/A	20	January 17, 2025

4.0 TERMS AND CONDITIONS					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Term of Contract	4.3	29	February 6, 2025 and shall expire on February 5, 2026	29	March 6, 2025, and shall expire on March 5, 2026.

ATTACHMENT A – BID COVER SHEET					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Attachment A	N/A	43	Bid Cover Sheet	43	Bid Re-Submission Cover Sheet
Attachment A	Paragraph 1	43	Bids are to be submitted...	43	Amendment #2 responses
Attachment A	Paragraph 1	N/A	N/A	43	January 17, 2025
Attachment A	Paragraph 2	43	Bid Cover sheet	43	Bid Re-Submission Cover Sheet

ATTACHMENT B – MANDATORY LETTER OF INTENT					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Attachment B	N/A	44		44	Attachment B

ATTACHMENT C – BID FORM					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Attachment C - Release of Bid as Public Record	General	45	Release of Bid as Public Record (entire section)	N/A	N/A (Language removed with addition of Attachment I)
Bid Form	General	46	N/A	46	Bid Form Reformatted and changed from Landscape to Portrait
Bid Form (Question #2 – Physical Location)	Questions	49	N/A	49	Format change: Physical Location Mailing Address Place of Business Place of Incorporation
Bid Form (Question #4 – Response Area)	Questions	49	N/A	49	Format Change: No Yes, Please provide information

ATTACHMENT I – PROPRIETARY INFORMATION FORM					
Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Attachment I – Release of Bid as a Public Record	N/A	N/A	Release of Bid as Public Record language from pg. 45 moved here.	60	Release of Bid as a Public Record

ATTACHMENT J – DOM CENTRAL AND REGIONAL OFFICE LOCATIONS

Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
DOM Central and Regional Office Locations	N/A	60	Attachment I	61	Attachment J

BID RESPONSE CHECKLIST

Description	Section	Original Page Number(s)	Original Language	New Page Number(s)	New Language
Bid Response Checklist	N/A	N/A	N/A	64	Bid Response Checklist