

**Addendum to Request for Proposals for
International Student Recruitment RFP**

The following clauses/alterations shall be made part of the original solicitation as though issued at the same time and shall be incorporated integrally therewith.

Addendum Provisions:

Item 1

Add to RFP:

Add list of vendors submitted questions and University response to vendor submitted questions:

Question	Answer
<p>1) Pursuant to the language of 1.49 - Our Company (<i>NAME REMOVED</i>) is a Canadian company, not incorporated in the State of Louisiana, nor in the United States of America. Our corporation is incorporated in Canada and has regional headquarters in India and Philippines. We plan to seek authority from the Secretary of State, but can we confirm our eligibility for this contract if we do obtain the State authority?</p>	<p>Companies registered outside of Louisiana, including foreign companies, should file a Application for Authority to Transact Business in Louisiana with the Louisiana Secretary of State.</p>
<p>2) Pursuant to query 4.2 - Is there a desired distribution of type of prospective student (for example: Undergraduate? STEM focused?...etc)</p>	<p>Focus is desired to be on undergraduate student enrollment in all fields as well as Intensive English Language Students.</p>
<p>3) Does the University require submission of the cyber liability upon submission of the bid or prior to delivery of services? We will begin the process of increasing our Cyber Liability Insurance.</p>	<p>Submission of Certificates of Insurance are not required with proposal. Awarded Contractor will be asked to submit all required Certificates of Insurance prior to start of services.</p>

4) How can we get paid or what will be our remedy if we still have unpaid invoices but there is no more allocation of funds and after termination, as can be inferred from the following clause: **1.38.3 Termination for Non-Appropriation of Funds:** The continuance of the contract is contingent upon the appropriation of funds to fulfill the requirements of the contract by the legislature. If the legislature fails to appropriate sufficient monies to provide for the continuation of the contract, or if such appropriation is reduced by the veto of the Governor or by any means provided in the appropriations act or Title 39 of the Louisiana Revised Statutes of 1950 to prevent the total appropriation for the year from exceeding revenues for that year, or for any other lawful purpose, and the effect of such reduction is to provide insufficient monies for the continuation of the contract, the contract shall terminate on the date of the beginning of the first fiscal year for which funds are not appropriated.

The services provided in the fiscal year prior to the termination for non-appropriation of funds will be paid to the extent work has been performed satisfactorily.

ACKNOWLEDGEMENT: If you have already submitted your proposal, and this Addendum creates a need to revise your proposal, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be submitted/delivered PRIOR to proposal due date and time, by email. Proposal revisions received after proposal due date and time cannot be considered, whereupon the proposer must either honor or withdraw its original proposal. If you have already submitted your proposal and this addendum does not cause you to revise your proposal, acknowledge receipt of this addendum by signing below and returning it to the Purchasing Department prior to proposal due date.

Marie C. Frank, MPA, CPPB
Assistant Vice President for Administration & Finance
University of Louisiana at Lafayette
Department of Purchasing

Firm Name: _____ Signature: _____