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ADDENDUM NO. 1
TO
REQUEST FOR PROPOSALS
NO. 25-001
ACTUARIAL VALUATION SERVICES
FOR
OTHER POST-EMPLOYMENT BENEFITS

The following are responses to written questions received:

	Question	Answer
1	Section 1.10 (Submission of Proposals) on page 5 of RFP No. 25-001, item #2 notes that “The EUTF will accept emailed electronic files up to 35 MB” in the 2 nd bullet point; however, the 2 nd to the last sentence in the paragraph at the bottom of the page also notes that “No faxed or emailed proposals will be considered or accepted.” Please confirm that we can email our response to eutf.rfp@hawaii.gov .	Confirmed. This Addendum No. 1 corrects the 2 nd to the last sentence to read, “No faxed proposals will be considered or accepted.”
2	Section Six (Questionnaire) on page 26 of the RFP No. 25-001 asks Offerors to “Provide answers to the questionnaire in Word format provided,” but we do not see that there is a Word format of this section provided on https://eutf.hawaii.gov/about-eutf/procurement/ website	Attached.
3	Section Six (Questionnaire) on page 26 of RFP No. 25-001 notes in the last two sentences on this page that “NOTE: Answers to the questions must be provided in hard copy and WORD format on CDs or USB flash drives” and “DO NOT PDF or otherwise protect the CDs or USB flash drives.” These sentences contradict Section 1.10 (Submission of Proposals) on page 5 of RFP No. 25-001, item #2, 1 st bullet point that note, “Complete electronic versions of the master and redacted proposals, presented in logical sections (e.g.,	Offerors who submit their proposals electronically via email shall submit complete electronic versions of the master and redacted proposals, presented in logical sections (e.g., proposal, attachments, forms) in PDF format, along with the questionnaire in WORD format.

EUTF’s Mission: We care for the health and well being of our beneficiaries by striving to provide quality benefit plans that are affordable, reliable, and meet their changing needs. We provide informed service that is excellent, courteous, and compassionate.

	Question	Answer
	<p>proposal, attachments, forms) shall be submitted in PDF format.”</p> <ul style="list-style-type: none">a. Confirm that if we submit the proposal electronically via email, we should submit the electronic versions in PDF format (not WORD format)b. Confirm that if we submit the proposal electronically via email, we do not have to send a WORD format on CDs or USB flash drives.	<p>CDs and/or USB flash drives are not required for proposals that are submitted electronically via email.</p>