

Questions & Answers
Technical Assistance for Tobacco Control Program
RFP #23-0903004-008

1. Are there any specific requirements or limitations regarding proposal length, font/font size, margins, etc.?
 - a. No, there is no specific requirements or limitations regarding proposal length, font/font size, margins, etc.
2. Is there a budget range or budget maximum?
 - a. No, there is no budget range or maximum.
3. Is there a specific indirect rate to use?
 - a. No, there is no specific indirect rate to use.
4. Our office uses a hybrid work model, which can make it difficult to obtain ink signatures in a timely fashion. Would it be permissible to use electronic signatures instead of ink signatures?
(Section 1.6 of RFP)
 - a. DocuSign or AdobeSign can be used.
5. The instructions say to address and label the proposal with the provided address, which contains commas. There is also an instruction to not use any punctuation in the address. To ensure the proposal arrives on time, can you please clarify the correct way to address the proposal?
(Section 1.6 of RFP)
 - a. RFP # 23-0903004-008
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Tobacco Control Program
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Sioux Falls SD 57016
6. We understand that the original and three print copies of the proposal will need to be provided. Does the cost proposal also need to be provided in triplicate, or should a single cost proposal be submitted? *(Sections 5.1 and 5.2.4 of the RFP)*
 - a. You can submit one single cost proposal.