



STATE OF TENNESSEE
DEPARTMENT OF GENERAL SERVICES

**REQUEST FOR PROPOSALS # 32101-15115
AMENDMENT # THREE
FOR COMMERCIAL CARD SERVICES**

DATE: 4/6/2016

RFP # 32101-15115 IS AMENDED AS FOLLOWS:

1. This RFP Schedule of Events updates and confirms scheduled RFP dates. Any event, time, or date containing revised or new text is highlighted.

EVENT	TIME (central time zone)	DATE
1. RFP Issued		February 2, 2016
2. Disability Accommodation Request Deadline	2:00 p.m.	February 5, 2016
3. Pre-response Conference	TIME	February 11, 2016
4. Notice of Intent to Respond Deadline	2:00 p.m.	February 12, 2016
5. Written "Questions & Comments" Deadline	2:00 p.m.	February 23, 2016
6. Authorized Entities Response to Written "Questions & Comments"		March 24, 2016
7. RFP Response Deadline	2:00 p.m.	April 25, 2016
8. Authorized Entities Schedule Respondent Oral Presentation		May 3, 2016
9. Respondent Oral Presentations	8 a.m. – 4:30 p.m.	May 10 - May 13, 2016
10. Authorized Entities Completion of Technical Response Evaluations		May 25, 2016
11. Authorized Entities Opening & Scoring of Rebate Proposals	2:00 p.m.	May 26, 2016
12. Authorized Entities Notice of Intent to Award Released <u>and</u> RFP Files Opened for Public Inspection	2:00 p.m.	June 16, 2016
13. End of Open File Period		June 23, 2016
14. Authorized Entities send contract to Contractor for signature		June 24, 2016

15. Contractor Signature Deadline	2:00 p.m.	July 30, 2016
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2. Delete RFP Attachment 6.3 section F in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

RFP ATTACHMENT 6.3, SECTION F, OTHER GOVERNMENTAL BODY DOLLAR VOLUME REBATE

After every three (3) month period (“Quarter”), the Contractor shall calculate the rebate amount and remit such to each Authorized Institution falling below the spend threshold requirement set below within forty-five (45) business days of the end of the Quarter. The rebate amount is the total net charges for the Quarter for the Authorized Institution falling below the spend threshold requirement (excluding Large Ticket Interchange Transactions) multiplied by the applicable Dollar Volume Rebate Percentage. The applicable Dollar Volume Rebate Percentage is set each Quarter based on the *annualized* spend level for standard transactions (excluding Large Ticket Interchange Transactions), from the individual Authorized Institution.

Standard Transaction Dollar Volume Rebate Percentage Determination

- Quarterly Net Charge Volume for Standard Transactions X 4 (i.e. annualized) to determine Rebate Percentage,

Rebate Calculation
On a quarterly basis, the rebate shall be calculated as follows:

((Quarterly Net Charge Volume for Standard Transactions X Dollar Volume Rebate Percentage) + (Quarterly Net Charge Volume for Large Ticket Interchange Transactions X Large Ticket Interchange Rebate Percentage))

Annual “True Up”
Within forty-five (45) days after the end of each agreement year, the Contractor will “true up” and pay the annualized rebate based on the following equation:

((Annual Net Charge Volume for Standard Transactions X Dollar Volume Rebate Percentage) + Annual Net Charge Volume for Large Ticket Interchange Transactions X Large Ticket Interchange Rebate Percentage)) – Rebates paid for Quarters one (1), two (2), and three (3) of the Agreement Year)

Notes

- Rebate percentages should be based on a monthly billing cycle and a minimum payment term of thirty (30) days (30 day billing cycle/30 day payment cycle).
- Spend threshold requirement: Rebates proposed in RFP Attachment 6.3 Section F. shall only apply to Authorized Institutions with less than \$1,000,000.00 in annual Net Charge Volume.

INSTRUCTIONS: Insert your proposed Dollar Volume Rebate and Large Ticket Interchange Rebate percentages below. This section will not be evaluated in determining contract award.

RESPONDENT LEGAL ENTITY NAME:	
Quarterly Net Charge Volume Annualized	Proposed Rebate %
From a Net Charge Volume of \$0.01 to a Net Charge Volume of \$1,000,000.00 (e.g., 1.00%)	% / Dollar Volume
Large Ticket Interchange	% / Dollar Volume
<i>Authorized Entities Use – Solicitation Coordinator Signature, Printed Name & Date:</i>	

3. Delete RFP Attachment 6.6 section C.1.g in its entirety and insert the following in its place (any sentence or paragraph containing revised or new text is highlighted):

g. Other Governmental Body Dollar Volume Rebate: After every three (3) month period (“Quarter”), the Contractor shall calculate the rebate amount and remit such to each Authorized Institution falling below the spend threshold requirement set below within forty-five (45) business days of the end of the Quarter. The rebate amount is the total net charges for the Quarter for the Authorized Institution falling below the spend threshold requirement (excluding Large Ticket Interchange Transactions) multiplied by the applicable Dollar Volume Rebate Percentage. The applicable Dollar Volume Rebate Percentage is set each Quarter based on the annualized spend level for standard transactions (excluding Large Ticket Interchange Transactions), from the individual Authorized Institution.

Standard Transaction Dollar Volume Rebate Percentage Determination
 Quarterly Net Charge Volume for Standard Transactions X 4 (i.e. annualized) to determine Rebate Percentage,

Rebate Calculation

On a quarterly basis, the rebate shall be calculated as follows:

((Quarterly Net Charge Volume for Standard Transactions X Dollar Volume Rebate Percentage) + (Quarterly Net Charge Volume for Large Ticket Interchange Transactions X Large Ticket Interchange Rebate Percentage))

Annual “True Up”

Within forty-five (45) days after the end of each agreement year, the Contractor will “true up” and pay the annualized rebate based on the following equation:

((Annual Net Charge Volume for Standard Transactions X Dollar Volume Rebate Percentage) + Annual Net Charge Volume for Large Ticket Interchange Transactions X Large Ticket Interchange Rebate Percentage) – Rebates paid for Quarters one (1), two (2), and three (3) of the Agreement Year)

Notes

Rebate percentages should be based on a monthly billing cycle and a minimum payment term of thirty (30) days (30 day billing cycle/30 day payment cycle).

Spend threshold requirement: Rebates proposed in RFP Attachment 6.3 Section F. shall only apply to Authorized Institutions with less than \$1,000,000.00 in annual Net Charge Volume.

The applicable Dollar Volume Rebate Percentages follow:

Quarterly Net Charge Volume Annualized	Proposed Rebate %
From a Net Charge Volume of \$0.01 to a Net Charge Volume of \$1,000,000.00 (e.g., 1.00%)	X.XX%
Large Ticket Interchange	X.XX%

RFP Amendment Effective Date. The revisions set forth herein shall be effective upon release. All other terms and conditions of this RFP not expressly amended herein shall remain in full force and effect.