



Administrative Office of the Courts

Operations Division

Amendment #1

ServiceNow Developer Request for Proposals

Project ID: K22-0007-29

This Amendment is being issued to amend and clarify certain information contained in the above-named RFP. All information contained herein is binding on all Offerors who respond to this RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined (ex. new language) and language deleted has been marked with a strikethrough (ex. ~~language deleted~~).

1. **Modify Page 3- Key Information Summary Sheet**

Closing Date and Time: ~~August 9, 2021 at 4:30 PM EST~~

August 17, 2021 at 4:30 PM EST

2. **Modify Page 8- Section 1.9 Proposal Due (Closing) Date**

One original and three (3) copies of each proposal (Technical and Financial) must be received by the Procurement Officer **no later than 4:30 PM (local time) on ~~(July 20, 2021)~~ August 17, 2021** in order to be considered.

One electronic version of the Technical Proposal must be included inside the Technical Proposal submission envelope. One electronic version of the Financial Proposal must be included inside the Financial Proposal submission envelope. Both electronic versions must be labeled with the RFP title, RFP number, and Offeror's name and be packaged with the original copy of the appropriate proposal (Technical or Financial).

Requests for an extension of this date or time will not be granted. Offerors' mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the Procurement Officer. Proposals received by the Procurement Officer after the due date and time will not be considered.

Proposals may not be submitted by e-mail or facsimile.

Issued by: Nia Graves
Procurement Officer
August 9, 2021