ITS Mississippi Department of Information Technology Services
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Memorandum for General RFP Configuration

To: Vendor with current valid proposal for General RFP #3608 for Communications Cabling

From: Craig P. Orgeron, Ph.D.

CC: ITS Project Files 40262

Date: January 24, 2013

Subject: Letter of Configuration (LOC) Number 40262 for the installation of underground communication cable at the Mississippi State Hospital in Pearl, Mississippi

Contact Name: Chris Nix

Contact Phone Number: 601-432-8041

Contact E-mail Address: Chris.Nix@its.ms.gov

A MANDATORY site visit will be conducted for the Mississippi State Hospital in Pearl, Mississippi, on Friday, January 25, 2013, at 10:00 a.m. to discuss requirements for outside communications fiber optic cabling on the campus of Mississippi State Hospital. We will meet in Building 64 on campus. Please contact Chris Nix with ITS by dialing 769-798-3108 if further driving instructions are needed.

Vendors attending the site visit will receive a Letter of Configuration (LOC) based on the cabling installation specifications discussed during the site visit. The LOC will provide instructions regarding the submission of proposals in response to the specifications. The anticipated release date of this LOC is Tuesday, January 29, 2013.

This memorandum is the only notification for the site visit. **Vendors not present for this MANADATORY site visit will not be eligible to respond to the LOC.** Any questions regarding this memorandum should be directed to Chris Nix with ITS at (601) 432-8041 or via e-mail at Chris.Nix@its.ms.gov.

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