



*Delaware Health  
And Social Services*

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**DIVISION OF MANAGEMENT SERVICES**

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PROCUREMENT

DATE APRIL 4, 2007

PSC#741

AUTOMATED QUALITY CONTROL SOFTWARE, PROGRAMMING AND  
SUPPORT

FOR

DIVISION OF MANAGEMENT SERVICES

Date Due: JUNE 18, 2007  
11:00 AM

ADDENDUM # 1

Please Note:

THE ATTACHED SHEETS HEREBY BECOME A PART OF THE  
ABOVE MENTIONED BID.

**The Pre-bid Meeting has been canceled.**

To obtain all the materials that were going to be distributed at the pre-bid meeting, anyone interested must print out the "NON-DISCLOSURE AGREEMENT " shown below, fill in all blanks, sign and date it, and return it by fax to: Patrick Allinger - fax # 302-255-4431 - by April 16, 2007, 4:30 pm EDST. Upon receipt of the fax, the materials will be sent out.

A hard-copy of the form - with live signature - must be sent also, as soon thereafter as possible, to: Patrick Allinger, IRM, Department of Health and Social Services, 1901 North DuPont Highway, New Castle, DE 19720.

All other terms and conditions of the RFP remain as originally published.

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SANDRA S. SKELLEY, CPPO  
PROCUREMENT ADMINISTRATOR  
**(302) 255-9291**

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MARY MICHAEL  
(302) 255-9124



**DELAWARE HEALTH  
AND SOCIAL SERVICES**  
Division of Management Services  
*"DMS – Serving Those Who Serve Delaware"*  
Information Resource Management

## **NON-DISCLOSURE AGREEMENT**

As a condition of receiving access to State of Delaware information technology policies and standards, vendor hereby agrees to the following:

1. That the disclosure of Information by State of Delaware is in strictest confidence and thus vendor will:
  - a. Not disclose to any other person this Information.
  - b. Use at least the same degree of care to maintain the Information secret as the vendor uses in maintaining as secret its own secret information, but always at least a reasonable degree of care.
  - c. Use the Information only for the purpose of preparing a response to a State of Delaware Request for Proposal.
  - d. Restrict disclosure of the Information solely to those employees of vendor having a need to know such Information in order to accomplish the purpose stated above.
  - e. Advise each such employee, before he or she receives access to the Information, of the obligations of vendor under this Agreement, and require each such employee to maintain those obligations.
  - f. Within fifteen (15) days following request of State of Delaware, return to State of Delaware all documentation, copies, notes, diagrams, computer memory media and other materials containing any portion of the Information, or confirm to State of Delaware, in writing, the destruction of such materials.
  
2. This Agreement imposes no obligation on vendor with respect to any portion of the Information received from State of Delaware which was known to the vendor prior to disclosure by State of Delaware.
  
3. The Information shall remain the sole property of State of Delaware.

Vendor Name \_\_\_\_\_

Vendor Representative Name: \_\_\_\_\_

Signature/Date : \_\_\_\_\_

Vendor Representative Title: \_\_\_\_\_

Street Address (no PO Box): \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

ZIP: \_\_\_\_\_

Phone Number: \_\_\_\_\_