



**JUDICIARY OF GUAM**  
**Procurement & Fac. Mgt. Division**  
**Procurement Section**  
**120 West O'Brien Drive Hagatna, Guam 96910**  
**Tel: (671) 475-3393/3212/3175**  
**Fax: (671) 477-8009**



*Robert J. Torres*  
Chief Justice

*Alberto C. Lamorena III*  
Presiding Judge

*Joshua F. Tenorio*  
Administrator of the Courts

*Gloria Long*  
Procurement & Fac. Mgt. Administrator

March 21, 2016

**MEMORANDUM:**

**To:** All Offerors  
**From:** Administrator of the Courts  
**RE:** Amendment no. 1  
Ref: RFP 16-05; Part-time Research Partner/Evaluator

This serves as a response to the questions submitted to my office:

1. **Question:** At the time of RFP submission, does the applicant have to meet the Guam business licensing requirements?

**Response:** The entity can submit with their state license but will be required to have a Guam License by issuance of the Notice to Proceed.

2. **Question:** If a business license must be submitted prior to the RFP submission and a local agent is required, can the Judiciary serve as the local agent for the business license? If not, is there a list of possible local agents?

**Response:** Judiciary of Guam may never serve as their Agent as we are the purchasing entity. Most companies partner with a local company or attorney to serve as their agent.

3. Are travel funds allocated/budgeted in the project budget?

**Response: No.**

4. What is the amount of grant funds that were budgeted for evaluation services?

**Response: We cannot disclose this information.**

5. Will a pre-proposal conference be conducted? And if so, what is the date and time for the conference?

**Response:** The Judiciary will not be conducting a pre-proposal conference.

**Please be reminded that this amendment no. 1 shall be acknowledged in your proposal. Failure to acknowledge this amendment shall result in disqualification from this RFP.**

If you have any questions, please contact Gloria Long, Procurement & Facilities Management Administrator at 475-3433/3393/3175 or email [glong@guamcourts.org](mailto:glong@guamcourts.org).



JOSHUA F. TENORIO

CC: P&FMA  
RFP File