



FULTON COUNTY PURCHASING DEPARTMENT
Winner 2000- 2007 Achievement of Excellence in Procurement Award
National Purchasing Institute

Jerome Noble, Director



May 22, 2008

Re: 08ITB61005A-DR
PAPER, ALL KINDS, SIZES AND COLOR

Dear **Proposer(s)**:

Attached is one (1) copy of Addendum 1, hereby made a part of the above referenced **08ITB61005A-DR - PAPER, ALL KINDS, SIZES AND COLOR**.

Except as provided herein, all terms and conditions in the **08ITB61005A-DR** referenced above remain unchanged and in full force and effect.

Sincerely,

Donald R. Riley

Donald R. Riley
Assistant Purchasing Agent

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Addendum No. 1
Page Two

This Addendum forms a part of the contract documents and **modifies** the original RFP documents as noted below:

ACKNOWLEDGEMENT OF ADDENDUM NO. 1

The undersigned proposer acknowledges receipt of this addendum by returning one (1) copy of this form with the proposal package to the Purchasing Department, Fulton County Public Safety Building, 130 Peachtree Street, Suite 1168, Atlanta, Georgia 30335 by the ITB due date and time **May 29, 2008 at 11:00 A.M.**

This is to acknowledge receipt of Addendum No. 1, _____ day of _____, 2008.

Legal Name of Bidder

Signature of Authorized Representative

Title

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Addendum No. 1
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1. 1st Question

In the bid package it is stated in section 15 page 11 that there can be no subs on items listed as No Substitute.

There are two areas that we are unable to bid as such.

The first is Category NO. 7 - 3M Carbonless Paper. We carry the NCR brand as the #M brand is no longer available to us (and I think it is not offered by any of the other merchants in Atlanta).

**RESPONSE: NCR carbonless paper can be substituted for 3M
(No substitute can be removed from this section of the bid)**

The second area is in Category 2 - Envelopes.

There are several items that call for a Simpson Paper Co. stock. Simpson paper is no longer in business and as such I could only bid on an equivalent sheet. Therefore we will submit a bid on NCR brand carbonless and past on the Simpson items unless notified different.

RESPONSE: Again NCR brand carbonless can be used.

2. 2nd Question

I would like to ask for clarification on your quantities indicated on the pricing forms on pages 52-61. In the column marked quantity it would be helpful if you would make it clear whether you are asking for sheets or cartons. For example in item number 1 you are asking for White Premium Xerox Dual Purpose Paper and the quantity indicated is 100,000 M. Does this mean 100,000 sheets, or 100,000 Cartons? Or does it mean 1,000,000 Sheets? It is somewhat confusing and more clarification is needed for us to respond properly to your bid request.

RESPONSE: The meaning is 100,000 sheets

3. 3rd Question

Usually our pricing for paper is based on quantity. Customers receive a lower price if they order paper in higher quantities. For those types of papers that you will be using a lot of, would it be possible for you to order at least a pallet at a time and store it downstairs near the mailroom. I have been in that area and it seems to be available for storage. This would give you the best pricing available. Also, would it be possible for your mailroom staff to deliver the paper to each destination?

RESPONSE: Orders are placed in large quantities and stored at the Milton Avenue Warehouse.

4. 4th Question

Bid is for one year period. We prefer to quote with an escalation clause. Basically prices would be firm for 90-days. Subject to mill increases which we would submit documentation prior 30-days to said increase. If we include this will our bid be void?

RESPONSE: no his bid would hold for Ninety days if he is declared the winning bid.

But after ninety days if the prices went up, and the next lowest bid could hold his/her prices, the remaining portion of the bid would be awarded to them (the next lowest bidder).