



## 1231-2019 ADDENDUM 2

### SUPPLY AND DELIVERY OF OFFICE SUPPLIES

#### **URGENT**

**PLEASE FORWARD THIS DOCUMENT TO  
WHOEVER IS IN POSSESSION OF THE  
REQUEST FOR PROPOSAL**

ISSUED: Suzanne Bird  
BY: September 4, 2020  
TELEPHONE NO. 204 - 986-7507

**THIS ADDENDUM SHALL BE INCORPORATED  
INTO THE REQUEST FOR PROPOSAL AND  
SHALL FORM A PART OF THE CONTRACT  
DOCUMENTS**

Template Version: Ar20160708

---

**Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 10 of Form A: Proposal may render your Proposal non-responsive.**

---

#### **PART A – PROPOSAL SUBMISSION**

Replace: 1231-2019 Proposal Submission with 1231-2019 Addendum 2 - Proposal Submission. The following is a summary of changes incorporated in the replacement Proposal Submission:

Form B(R2): Revised Line Items 7 and 8 Description

Page numbering on some forms may be changed as a result.

#### **PART E – SPECIFICATIONS**

Revise: E2.10 to read: Item No. 7 – Gel Grip Pen shall be rubber grip, fade-proof, and water-resistant ink.

Revise: E2.11 to read: Item No. 8 – Liquid Gel Pen shall be 53% recycled Plastic, quick-drying, will not smear or blot, Needle Tip.

Revise: E2.83 to read: Item No. 80 - File Folders Straight cut Tab shall be 9 ½ pt stock, Contains 10% post-consumer material, 100/box, Legal Size.