



# Bid Solicitation Update #1

## Subject: Responses to Bidder Inquiries Solicitation Revisions

DATE: November 13, 2018

IFB: 23132 BID OPENING DATE | TIME: November 20, 2018 | 11:00 AM

GROUP | TITLE: 50208 - Paper Roll Stock for Offset and Digital Printing (Albany Area Agencies)

### OGS DESIGNATED CONTACTS:

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### TO PROSPECTIVE BIDDERS:

The Office of General Services (OGS), Procurement Services (PS) has given careful consideration to the inquiries received regarding Phased Solicitation 23132, Paper Roll Stock for Offset and Digital Printing, during the inquiry period that ended on November 2, 2018 at 5:00 PM ET.

Answers to all inquiries can be obtained by visiting the Procurement Services Bid Calendar:

<http://nyspro.ogs.ny.gov/content/finding-bid-opportunities>

All inquiries are verbatim as received by OGS.

In addition to publishing responses to the inquiries, OGS has made some revisions to the Phased Solicitation, which are being released simultaneously with the responses to the inquiries. A summary of the revisions is set forth below. The summary of revisions is provided as a convenience. Bids submitted will be evaluated based on the revised Solicitation.

### Revisions to Phased Solicitation (Revised November 13, 2018)

1. Section 1.2, Scope, has been revised to further clarify that for Lot 2, OGS will accept pricing either by per thousand forms or per thousand feet depending on the Product.
2. Section 1.2, Scope, has been revised to clarify that the Bidder is required to pay a Transaction Fee of 1% to EASI for all payments received from Authorized Users resulting from the subsequent Contract(s) until total Transaction Fee payments equal \$25,000.
3. Section 1.4, Key Events/Dates, has been revised to reflect the actual date for Responses to Bidder Questions.
4. Sections 2(3), Bidder Qualifications, and 4.18, Supplier Agreement: Additional clarifying language has been added to affirm the provision of a Transaction Fee of 1% to EASI for all payments received from Authorized Users resulting from the subsequent Contract(s) until the total Transaction Fee payments equal \$25,000.
5. Section 5.1, Method of Award, has been revised to specify that for Lot 2, OGS will accept pricing either by per thousand forms or per thousand feet depending on the Product.

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**Revisions to Attachment 1 – Intent to Bid/Product Workbook (Revised November 13, 2018)**

1. Under the Lot 2 Worksheet, Proposed Stock – Item E has been revised to specify “Approximate Number of Feet Per Roll” for the first question.

If submitting a bid, this letter should be signed, attached to, and made a part of your bid.

BID OF (COMPANY): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

PRINTED COPY OF SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_