



Government Support Services – Contracting
100 Enterprise Place
Suite # 4
Dover, DE 19904-8202

May 13, 2011

TO: ALL OFFERORS

FROM: PETER KOROLYK
STATE CONTRACT PROCUREMENT OFFICER

SUBJECT: ADDENDUM TO INVITATION TO BID FOR
CONTRACT NO.: **GSS11601-TRAILERS**

ADDENDUM #1

The following four (4) items need to be clarified on the Invitation to Bid (ITB) for Contract No. GSS11601-TRAILERS, titled as Cargo Trailers.

1. The deadline for vendors to respond with their bid submission proposals is incorrect as listed on the Invitation to Bid.

All vendors wishing to have their proposal considered for the State of Delaware's contract solicitation must have their proposal, along with all other required paperwork, delivered and received to the State by:

Thursday, June 2, 2011 at 1:00 PM (local time)

Proposals received after this time will be considered late. All late proposals will be rejected, and will be returned un-opened.

2. A 10% Bid Bond has been required for all vendors submitting a bid for the referenced contract (Special Provisions, Item #10, page 13 of the ITB). Additional Bid Bond terms are as follows:

Each bidder shall furnish a bond to the State of Delaware for the benefit of Government Support Services in the amount equal to 10% of the respective bid value. The bond shall be drawn upon an insurance or bonding company authorized to do business in the State of Delaware. If the enclosed standard State of Delaware

bond form is not used, the substitute bond must reflect the minimum conditions specified in the standard form. A certified check made out to Government Support Services in an amount equal to 10% of the respective proposed value may be submitted in lieu of a proposal bond.

3. As a new contract, Government Support Services has not been able to determine the total estimated annual spend for Cargo Trailers. To comply with the 10% Bid Bond requirement, either a bidding vendor must submit a bond equal to 10% of the value of the three (3) DSHS trailers quoted on page 34 of the ITB.

Or, if a vendor is not submitting a bid for the three (3) DSHS trailers, but is instead only submitting a bid for the other trailers referenced on pages 30 and/or 31 of the ITB (described as catalog discounts for stock, gooseneck and cargo trailers), the vendor must submit a bond valued at no less than \$2,500.00.

4. The Bid Bond form was erroneously omitted from the ITB document. A blank Bid Bond form has been provided on the following page.

As referenced in Item #2 above, vendors shall utilize the form provided, provide a substitute bond that reflects the minimum conditions specified in the standard form, or provide a certified check.

The State of Delaware believes that it was necessary to clarify the preceding four (4) items to avoid any confusion by interested vendors. If any further questions remain, please contact Peter Korolyk at 302-857-4559 or at peter.korolyk@state.de.us .

All other terms and conditions remain the same.

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10% BOND TO ACCOMPANY PROPOSAL
(NOT NECESSARY IF CERTIFIED CHECK IS USED)

KNOW ALL MEN BY THESE PRESENTS That _____ of _____ of the County of _____ and State of _____ principal, and _____ of _____ of the County of _____ and the State of _____ as surety, legally authorized to do business in the State of Delaware, are held and firmly bound unto the State of Delaware in the sum of _____ Dollars or _____ per cent (not to exceed _____ Dollars) of amount bid on Contract No. _____ to be paid to said State of Delaware for the use and benefit of the _____ of said State, for which payment well
(hereinafter referred to as Agency)

and truly to be made, we do bind ourselves, our and each of our heirs, executors, administrators, and successors, jointly and severally for and in the whole, firmly by these presents.

NOW THE CONDITION OF THIS OBLIGATION IS SUCH That if the above bounden principal _____ who has submitted to said Agency of the State of Delaware, a certain proposal to enter into a certain contract to be known as Contract No. _____, for the furnishing of certain products and/or services within the said State of Delaware shall be awarded said Contract No. _____, and if said _____ shall well and truly enter into and execute said Contract No. _____ and furnish therewith such surety bond as may be required by the terms of said contract and approved by said Agency, said contract and said bond to be entered into within twenty days after the date of official notice of the award thereof in accordance with the terms of said proposal, then this obligation to be void or else to be and remain in full force and virtue.

Sealed with _____ seal and dated this _____ day of _____ in the year of our Lord two thousand and _____ (20____).

SEALED AND DELIVERED IN THE

Presence Of _____

Name of Bidder (Principal) (Seal)

Witness

(Seal) BY

Corporate
Seal

Title

_____ BY

Name of Surety (Seal)

_____ (Seal)

Title