



## Data Service Center

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### CENTRAL BIDDING DEPARTMENT

#### ADDENDUM No. 1

#### RFP #2-16-20 – High Quality Color Printing System – Red Clay Consolidated School District

Date of Addendum: October 15, 2015

OPENING DATE: **October 22, 2015 at 2:00 PM**

To all prospective bidders under the specifications and contract documents described above, this Addendum to RFP is being issued to:

#### **To answer the following submitted questions:**

1. The RFP references a “bid form” – I do have the “Proposal Form” which I have completed for the package. Do I just then submit a “free form” proposal document with all required information to include pricing?

Yes, you need to complete and include the proposal form and any other requested information or information needed for evaluation purposes. As noted in the specifications “You may use the format of your choice while it is recommended that it mirror the evaluation criteria to facilitate the ease of reading and scoring.”

2. The RFP also references 4 files for print samples. What is the process for receiving these files to allow the printing of the samples, and are 4 copies of the print samples required like the 4 proposal copies?

You can include them on a CD or flashdrive, as well as 4 copies with your submitted proposals.

3. Can there be exceptions? I'd like bid our Image Press C700 but is slightly off..... but only Slightly on your spec.

Yes, you can submit alternate systems but they must be comparable and compatible to the District's existing software.