



CITY OF ROCKVILLE
ROCKVILLE, MARYLAND

Addendum #1
INVITATION FOR BID (IFB) No. 047-23
PRINTING AND DISTRIBUTION OF RECREATION GUIDES
April 4, 2023

ATTENTION ALL BIDDERS:

The following addendum is being issued to amend and clarify certain information contained in the above named IFB. All information contained herein is binding on all Bidders who respond to this IFB. Specific parts of the IFB have been amended. Bidders are required to acknowledge receipt of the addendum by signing in the appropriate space at the end of the addendum. Failure to do so may subject your bid to disqualification. No provided answer to a question may in and of itself change any requirement of the IFB. The following revisions /deletions / additions are listed below; new language has been double underlined and marked in red bold (ex: **new language**) and language deleted has been marked with a double strikeout (ex. ~~language deleted~~).

QUESTIONS

QUESTION 1:

Can you confirm the quantity for the in-house mailing list for inkjet is always about 2,000? And can you confirm that when the mail quantity is 25,500 that 2,000 will be for the in-house mailing list for inkjet and the remaining 23,500 uses simplified mailing for carrier routes?

RESPONSE 1:

Yes, that is correct. Of the 25,500 copies to be mailed, approximately 2,000 copies will be ink-jetted with a mailing list provided by us. We do not plan to exceed mailing 25,500 copies.

QUESTION 2:

Regarding the page size options listed in the BID for the publications, the publications size we can produce can ONLY be at the listed 8" x 10 1/2" NOT 8 1/2" x 11" - does this preclude us from being able to participate in the bid process ? Again, we cannot produce the publications if they may be produced at 8 1/2" x 11".

RESPONSE 2:

You will not be excluded from the bid for submitting a size of 8 1/2x 11 inches.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME IN THE INVITATION FOR BID (IFB).

Additionally, please be sure to submit all required forms with your bid per this addendum and the solicitation instructions.

ACKNOWLEDGE RECEIPT OF ADDENDUM NO. 1 BY SIGNING BELOW AND RETURNING A COPY OF THE ADDENDUM WITH YOUR BID OR ACKNOWLEDGING IN YOUR BID.

ISSUED BY: GINA WASHINGTON, SENIOR BUYER, 04/04/2023

NAME OF BIDDER: _____

BID DUE DATE: 2:00PM (ET), WEDNESDAY, APRIL 5, 2023