

ADDENDUM NO. 2 BID OPPORTUNITY NO. 231-2004

SUPPLY AND DELIVERY OF PRINTED EVELOPES

URGENT

PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE BID OPPORTUNITY

ISSUED: May 31, 2004 BY: Rachel Busche /r TELEPHONE NO. (204) 986-2451

THIS ADDENDUM SHALL BE INCORPORATED INTO THE BID OPPORTUNITY AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS

Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Bid Opportunity, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 8 of Form A: Bid may render your Bid Submission non-responsive.

PART A - BID SUBMISSION

Replace :

Form B: Prices

with

Form B: Prices (R1), page 3,4, and 5

Delete:

Form B: Prices, page 6

PART B – BIDDING PROCEDURES

Delete:

B13.4.1

Revise B13.6 to read:

Further to B13.1(c), total Bid price will be evaluated on the basis of the approximate quantities shown on Form B: Prices considering early payment discounts if offered.

PART D - SUPPLEMENTAL CONDITIONS

Add: D2.3 and D2.4 as follows:

- D2.3 Notwithstanding D3.1, the type and quantity of Work to be performed under this Contract is subject to annual approval of monies therefore in a budget by Council. Bidders are advised that monies have been approved for work up to and including December 31, ^.
- D2.4 Notwithstanding D3.1, in the event that operational changes result in substantial changes to the requirements for Work, the City reserves the right to alter the type or quantity of work performed under this Contract upon thirty (30) Calendar Days written notice by the Contract Administrator. In such an event, no claim may be made for damages on the ground of loss of anticipated profit on Work.

PART E - SPECIFICATIONS

Add: E3.4 as follows:

E3.4 Set-Up costs include:

- (a) Computer to plate preparation;
- (b) Negative and plate preparation.

Template Version: G220040408

FORM B: PRICES (R1) (See B8)

SUPPLY AND DELIVERY OF PRINTED ENVELOPES

UNIT TEM NO.	PRICES				SPEC. REF.	APPROX. QTY	UNITS	UNIT PRICE
PART A: ENVELOPE COSTS			OPE COSTS					
Open Side Whitewove		vove	Item 1			1	T	
1.	24 lb.	#23	4 ½" x 6 5/8"	Invitation	E4.1	10	500	
Open	Side	Recycl	ed White Plain	Items 1 - 11				·
2.	24 lb.	#8	3 5/8" x 6 ½"			10	М	
3.	24 lb.	#8	3 5/8" x 6 ½"	AVP Window		5	М	
4.	24 lb.	#9	4" × 9"			25	М	
5.	24 lb.	#9	4" x 9"	AVP Window		5	М	
6.	24 lb.	#10	4 1/8" x 9 ½"			350	М	
7.	24 lb.	#10	4 1/8" x 9 ½"	AVP Window		350	М	
8.	24 lb.	Cheque	3 3/4" x 8 3/4"	AVP Window Grey Decco		10	М	
9.	24 lb.	T4 Windo	w 4 1/8" x 9"	Grey Decco		40	М	
10.	24 lb.	T4 Windo	w 5 3/4" x 9"	Grey Decco		25	м	
11.	24 lb.	#10	4 1/8" x 9 ½"	Ultra White Mohawk Superfine Text	E3.3.2	15	М	
Open	End	Recyc	led Kraft Plain	Items 12 - 18				
12.	24 lb.		5 3/4" x 9 1/2"			30	М	
13.	24 lb.		7 1/2" x 10 1/2"			10	М	
14.	20 lb		9" x 12"			45	М	
15.	24 lb.		9 1/2" x 14 3/4"			10	М	
16.	24 lb.		10" x 13"			10	М	
17.	24 lb.		11 1/2" x 14 1/2"			5	М	
18.	32 lb.		12" x 16"			5	M	
PART	В:	PRINT	TING COSTS					
	e Colour		.	Printing For Items 1 - 10)			
19.	-	i job is foi	r 1 Thousand			1	М	
20.	•	t job is fo				2	м	
21.	-	t job is fo				3	м	
22.	-	t job is fo				4	М	

Template Version: G220040408

FORM B: PRICES (R1) (See B8)

SUPPLY AND DELIVERY OF PRINTED ENVELOPES

UNIT PRICES ITEM DESCRIPTION NO.

SPEC. REF. APPROX. UNITS UNIT PRICE QTY

Single Colour	NO.	<u>.</u>				QIY		
1	Single	Colour	Pr	inting For Items 1 – 10				
25. If print job is for 7 Thousand 7 Thousand 8 M	23.	If print job is for	5 Thousand			5	м	
26. If print job is for 8 Thousand 9 M 9 M 9 M 9 M 9 M 9 M 9 M 9 M 9 M 9	24.	If print job is for	6 Thousand			6	м	
27. If print job is for 9 Thousand 9 M 9 M 28. If print job is for 10 Thousand 10 M 10 M 29. If print job is for 11 – 15 Thousand 15 M 15 M 30. If print job is for 16 – 20 Thousand 20 M 15 M 31. If print job is for 21 – 25 Thousand 25 M 16 M 32. If print job is for 26 – 35 Thousand 35 M 100 M 33. If print job is for 51 – 100 Thousand 50 M 100 M 4 Spot Color Printing For Item 11 Ps.3.2 100 M 100 M 35. If print job is for 51 – 100 Thousand 1 M 100 M 100 M 4 Spot Color Printing For Item 11 Ps.3.2 100 M	25.	If print job is for	7 Thousand			7	М	
28. If print job is for 10 Thousand 10 M 15 M 120 M 15 Thousand 11 M 15 Thousand 12 M 15 Thousand 13 M 15 Thousand 14 M 15 Thousand 15 M 15 Thousand 15 M 15 Thousand 16 M 15 Thousand 17 M 15 Thousand 17 M 15 Thousand 18 M 15 Thousand 19 M 15 Thousand 10 M 15 Th	26.	If print job is for	8 Thousand			8	м	
29. If print job is for 11 – 15 Thousand	27.	If print job is for	9 Thousand			9	М	
10	28.	If print job is for	10 Thousand			10	М	
31. If print job is for 21 – 25 Thousand 35 M	29.	If print job is for	11 - 15 Thousand			15	M	
32. If print job is for 26 – 35 Thousand 35 M	30.	If print job is for	16 - 20 Thousand			20	М	
33. If print job is for 36 – 50 Thousand 34. If print job is for 51 – 100 Thousand 100 M 4 Spot Color Printing For Item 11 E3.3.2 35. If print job is for 1 Thousand 2 M Spot Item 15 Item 16 Item 17 Item 17 Item 18 Item 1	31.	If print job is for	21 - 25 Thousand			25	М	
34. If print job is for 51 – 100 Thousand 4 Spot Color Printing For Item 11 53.3.2 35. If print job is for 1 Thousand 36. If print job is for 2 Thousand 37. If print job is for 3 Thousand 38. If print job is for 4 Thousand 39. If print job is for 5 Thousand 40. If print job is for 6 Thousand 41. If print job is for 7 Thousand 42. If print job is for 8 Thousand 43. If print job is for 9 Thousand 44. If print job is for 10 Thousand 45. If print job is for 11 – 15 Thousand 46. If print job is for 21 – 25 Thousand 47. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand 49. If print job is for 36 – 50 Thousand	32.	If print job is for	26 - 35 Thousand			35	М	
## Spot Color	33.	If print job is for	36 - 50 Thousand			50	М	
35. If print job is for 1 Thousand 1 M 36. If print job is for 2 Thousand 2 M 37. If print job is for 3 Thousand 3 M 38. If print job is for 4 Thousand 4 M 39. If print job is for 5 Thousand 5 M 40. If print job is for 6 Thousand 6 M 41. If print job is for 7 Thousand 7 M 42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 21 – 25 Thousand 20 M 47. If print job is for 22 – 35 Thousand 25 M 48. If print job is for 36 – 50 Thousand 50 M	34.	If print job is for	51 - 100 Thousand			100	М	
36. If print job is for 2 Thousand 2 M 37. If print job is for 3 Thousand 3 M 38. If print job is for 4 Thousand 4 M 4 M 39. If print job is for 6 Thousand 5 M 5 M 5 M 6 M 7 M 7 M 7 M 7 M 7 M 7 M 7 M 7 M 7	4 Spo	4 Spot Color Printing For Item 11 E3.3.2						
37. If print job is for 3 Thousand 3 M 38. If print job is for 4 Thousand 4 M 39. If print job is for 5 Thousand 5 M 40. If print job is for 6 Thousand 6 M 41. If print job is for 7 Thousand 7 M 42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	35.	If print job is for	1 Thousand			1	М	
38. If print job is for 4 Thousand 4 M 39. If print job is for 5 Thousand 5 M 40. If print job is for 6 Thousand 6 M 41. If print job is for 7 Thousand 7 M 42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	36.	If print job is for	2 Thousand			2	М	
39. If print job is for 5 Thousand 5 M 40. If print job is for 6 Thousand 6 M 41. If print job is for 7 Thousand 7 M 42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	37.	If print job is for	3 Thousand			3	М	
40. If print job is for 6 Thousand 41. If print job is for 7 Thousand 42. If print job is for 8 Thousand 43. If print job is for 9 Thousand 44. If print job is for 10 Thousand 45. If print job is for 11 – 15 Thousand 46. If print job is for 16 – 20 Thousand 47. If print job is for 21 – 25 Thousand 48. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 50 M 41. If print job is for 36 – 50 Thousand 42. If print job is for 36 – 50 Thousand 43. If print job is for 36 – 50 Thousand 44. If print job is for 36 – 50 Thousand	38.	If print job is for	4 Thousand			4	М	
41. If print job is for 7 Thousand 7 M 42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	39.	If print job is for	5 Thousand			5	М	
42. If print job is for 8 Thousand 8 M 43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	40.	If print job is for	6 Thousand			6	М	
43. If print job is for 9 Thousand 9 M 44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	41.	If print job is for	7 Thousand			7	М	
44. If print job is for 10 Thousand 10 M 45. If print job is for 11 – 15 Thousand 15 M 46. If print job is for 16 – 20 Thousand 20 M 47. If print job is for 21 – 25 Thousand 25 M 48. If print job is for 26 – 35 Thousand 35 M 49. If print job is for 36 – 50 Thousand 50 M	42.	If print job is for	8 Thousand			8	М	
45. If print job is for 11 – 15 Thousand 46. If print job is for 16 – 20 Thousand 47. If print job is for 21 – 25 Thousand 48. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 50 M	43.	If print job is for	9 Thousand	,	:	9	М	
46. If print job is for 16 – 20 Thousand 47. If print job is for 21 – 25 Thousand 48. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 50 M	44.	If print job is for	10 Thousand			10	М	
47. If print job is for 21 – 25 Thousand 48. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 50 M	45.	If print job is for	11 - 15 Thousand			15	М	
48. If print job is for 26 – 35 Thousand 49. If print job is for 36 – 50 Thousand 50 M	46.	If print job is for	16 - 20 Thousand			20	М	
49. If print job is for 36 – 50 Thousand 50 M	47.	If print job is for	21 - 25 Thousand			25	М	
To. III printejob to to. See See Village III and the see Village I	48.	If print job is for	26 - 35 Thousand			35	М	
50. If print job is for 51 – 100 Thousand	49.	If print job is for	36 - 50 Thousand			50	М	
	50.	If print job is for	51 - 100 Thousand			100	М	

Template Version: G220040406

FORM B: PRICES (See B8)

SUPPLY AND DELIVERY OF PRINTED ENVELOPES

	PRICES			ODEO DEE	APPROX.	UNITS	UNIT PRICE
ITEM NO.	DESCRIPTION			SPEC. REF.	QTY	UNITS	UNIT PRICE
Single	Colour	Prin	iting For Items 12 - 16		_		
51.	If print job is for	1 Thousand			1	М	
52.	If print job is for	2 Thousand			2	М	
53.	If print job is for	3 Thousand			3	М	
54.	If print job is for	4 Thousand			4	М	
55.	If print job is for	5 Thousand			5	М	
56.	If print job is for	6 Thousand			6	М	
57.	If print job is for	7 Thousand			7	М	
58.	If print job is for	8 Thousand			8	М	
59.	If print job is for	9 Thousand			9	М	
60.	If print job is for	10 Thousand			10	М	
61.	If print job is for	11 - 15 Thousand			15	М	
62.	If print job is for	16 - 20 Thousand			20	М	
63.	If print job is for	21 - 25 Thousand			25	М	
64.	If print job is for	26 - 35 Thousand			35	М	
65.	If print job is for	36 - 50 Thousand			50	М	
66.	If print job is for	51 - 100 Thousand			100	М	
Single	Colour	Prin	ting For Items 17 & 18			1	·
67.	If print job is for	1 Thousand			1	М	
68.	If print job is for	2 Thousand			2	М	
69.	If print job is for	3 Thousand			3	М	
70.	If print job is for	4 Thousand			4	М	
71.	If print job is for	5 Thousand			5	M	
PART	· c·						
72.	Setup costs			E3.4	200	RUN	
73.	Proof Costs			E3.2	150	Ea	
74.	RUSH ORDERS			D7.4		RUN	%
Please indicate the % (percent) increase in cost, for processing a Rush Order							