



## 268-2007 ADDENDUM 1

### SUPPLY AND DELIVERY OF OFFICE SUPPLIES

#### **URGENT**

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

ISSUED: May 30, 2007  
BY: Rachel Eccles  
TELEPHONE NO. (204) 986-2451

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

Template Version: A20070419

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**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 non-responsive.**

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#### **PART A – BID SUBMISSION**

Replace: 268-2007 Bid Submission with 268-2007 Addendum 1 - Bid Submission. The following is a summary of changes incorporated in the replacement Bid Submission:

Form B(R1): ITEM NO.'s 27, 32, 41, 77, 92, 93 and 94 are replaced with new Form B: DESCRIPTIONS;  
Description enhancement for most ITEM NO.'s; and  
Current Contractor Catalogue Item No and page number noted for each Form B: Item No.

#### **PART B – BIDDING PROCEDURES**

Revise: B2.1 to read: The Submission Deadline is 4:00 p.m. Winnipeg time, June **12**, 2007.

#### **PART E – SPECIFICATIONS**

Revise: E2.5 to read: There are approximately **278** delivery locations, and the Contractor shall establish the account and related records in accordance with D9.1(b)(i).

Add: E2.5.1 In 2006 there were approximately 2,832 deliveries made to City of Winnipeg locations.

Add: E3.4 The Contractor shall provide the Contract Administrator with the catalogue product number for Item No.'s 1-98 listed on Form B(R1):Prices, within 2 business days of the request.