



# 1069-2014 ADDENDUM 1

## SUPPLY AND DELIVERY OF FRENCH LANGUAGE LIBRARY MATERIALS AND CATALOGUE RECORDS

### URGENT

**PLEASE FORWARD THIS DOCUMENT TO WHOEVER IS IN POSSESSION OF THE REQUEST FOR PROPOSAL**

ISSUED: December 1, 2014  
BY: Rachel Eccles  
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**THIS ADDENDUM SHALL BE INCORPORATED INTO THE REQUEST FOR PROPOSAL AND SHALL FORM A PART OF THE CONTRACT DOCUMENTS**

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Please note the following and attached changes, corrections, additions, deletions, information and/or instructions in connection with the Request for Proposal, and be governed accordingly. Failure to acknowledge receipt of this Addendum in Paragraph 9 of Form A: Proposal may render your Proposal non-responsive.

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### PART B – BIDDING PROCEDURES

Replace: B7.1 to read: The Proposal shall consist of the following components:

- (a) Form A: Proposal;
- (b) Form B: Prices;
- (c) **Work Plan in accordance with B10.**
- (d) **Delete B7.1 (d)**

Add:

#### **COMPANY INFORMATION**

B10.7 to read: The Bidder should submit with the bid, the Company background information including description of experience with specific material types the bidder is proposing;

B10.8 to read: The bidder should submit with the bid, a minimum of three (3) references including contact name and phone number for which similar work has been successfully completed within the last 5 years. At least one (1) reference should be from a public library similar in size to the Winnipeg Public Library.

Revise B17.1 (c) to read: **UNIT PRICE and Percent (%) Discount on List Price** 40 pts

Add B17.1 (c)(i) to read: **Items 4, 6, 9, and 12 shall be further to B17.1(d) Processing** 0 pts

Add B17.4.1 to read: **Further to Items 4, 6, 9, and 12 (Processing per Item – Optional); currently the Winnipeg Public Library undertakes its own processing requirements. If bid pricing for items 4, 6, 9, or 12 is within budgetary provision for the Work and less than the current expense of in-house processing, the Bid Price of all responsive Bids submitted by responsible and qualified Bidders will be adjusted to add any of the items 4 or 6 or 9 or 12 to the Work.**

### PART D – SUPPLEMENTAL CONDITIONS

Delete: D14. WARRANTY