



January 21, 2021

Potential Bidders

Street No. and Suite #

City, State - Zip

Subject: **Janitorial Supplies RFP**

Dear Bidder,

Attached to this letter is **Addendum No. 01** to subject Request for Proposal.

This Addendum:

1. Item Description Correction.

Bidders are reminded to sign the attached Addendum Acknowledgement Form and return it with their proposal. All other requirements of the RFP remain the same as before.

Please direct any questions to the undersigned.

Sincerely,

Tony De Luca
Purchasing & Warehousing Department
(517) 702-6194 Phone
(517) 702-6042 Fax
tony.deluca@lbwl.com



NOTICE TO BIDDERS

ADDENDUM NO. 01

This Addendum contains changes to and/or provides information related to the requirements of the Request for Proposal documents and shall be incorporated therein. The changes shall apply to the work with the same meaning and force as if they had been included in the original document. The remaining of the Request for Proposal documents not modified by this Addendum remains in full force and effect.

Bidder shall Acknowledge this Addendum in writing by signing the attached Addendum Acknowledgement form and returning it with its proposal. Failure of Bidder to acknowledge this **Addendum No. 01** may cause the Bidder to be considered as “non-responsive”.

Where required, Bidder shall replace the pages in the Request for Proposal Document with the corresponding revised pages included in this Addendum. The proposals submitted must include the latest Revision, as of the date of the Proposal, of all pages.



ADDENDUM ACKNOWLEDGEMENT

The undersigned Bidder acknowledges receipt of **Addendum No. 01**, dated 1/21/2021, to Request for Proposal for Janitorial Supplies RFP, and certifies that it has considered same in formulating its proposal.

Name of Bidder:

Address of Bidder:

Acknowledged By:

Signature

Name

Title

Date

Addendum No. 01

Contents

140	1	BT	97-01071	HYGIENE, HAND CLEANER, HEAVY DUTY ORANGE BASED WITH PUMICE, APPROX. 64- OZ PUMP BOTTLE. #GOJ-0958-06 64-OZBT (6/CS)-GOJO INDUSTRIES
				Mfg and Mfg Part #: _____
				Delivery in calendar days: _____

The correct number of Bottles in a case is 4.

END OF ADDENDUM