



State of West Virginia  
 Department of Administration  
 Purchasing Division  
 2019 Washington Street East  
 Post Office Box 50130  
 Charleston, WV 25305-0130

**Solicitation**

NUMBER
631300018

PAGE
1

ADDRESS CORRESPONDENCE TO ATTENTION OF
ALAN CUMMINGS 304-558-2402

VENDOR	RFQ COPY
	TYPE NAME/ADDRESS HERE

SHIP TO	DIVISION OF HIGHWAYS
	CHIEF OF INFORMATION SYSTEMS BUILDING 5 1900 KANAWHA BOULEVARD, EAST CHARLESTON, WV 25305-0430 304-558-0408

DATE PRINTED
12/17/2012

BID OPENING DATE: 01/09/2013 BID OPENING TIME 1:30PM

LINE	QUANTITY	UOP	CAT NO	ITEM NUMBER	UNIT PRICE	AMOUNT
ADDENDUM NO. 1						
THIS ADDENDUM IS ISSUED TO CHANGE THE BID OPENING DATE 1/9/2013. TO ALSO ADD THE BELL & HOWELL SCANNER MODEL AND SERIAL NUMBERS LIST. SEE ATTACHMENT B.						
0001	10	EA		939-59		
				MAINTENANCE AGREEMENT		

SIGNATURE	TELEPHONE	DATE
TITLE	FEIN	ADDRESS CHANGES TO BE NOTED ABOVE

WHEN RESPONDING TO SOLICITATION, INSERT NAME AND ADDRESS IN SPACE ABOVE LABELED 'VENDOR'

**SOLICITATION NUMBER:** 631300018

**Addendum Number:** 1

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The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

**Applicable Addendum Category:**

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

**Description of Modification to Solicitation:**

To change bid opening date to 1/9/2013 at 1:30 PM  
To attach the list of Bell & Howell scanner model and serial numbers

**Additional Documentation:** Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

**Terms and Conditions:**

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which is included herewith. Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.

# ATTACHMENT A

## ATTACHMENT B

**Question:** To verify the exact model and quote the appropriate service, we would need to have the serial numbers from all of the scanners. Can these be provided?

**Answer:**

<u>Type</u>	<u>Serial Number</u>
Bell & Howell 8080 Scanner	BHC7140124
Bell & Howell 8080 Scanner	BHG7140014
Bell & Howell 8080 Scanner	BHG7140013
Bell & Howell 8080 Scanner	BHG7140017
Bell & Howell 8080 Scanner	BHG7140075
Bell & Howell 8080 Scanner	BHG7140068
Bell & Howell 8080 Scanner	BHG7140072
Bell & Howell 8080 Scanner	BHG7140074
Bell & Howell 8080 Scanner	BHG7140069
Bell & Howell 8080 Scanner	BHG7140070

**ADDENDUM ACKNOWLEDGEMENT FORM**  
**SOLICITATION NO.: 631300018**

**Instructions:** Please acknowledge receipt of all addenda issued with this solicitation by completing this addendum acknowledgment form. Check the box next to each addendum received and sign below. Failure to acknowledge addenda may result in bid disqualification.

**Acknowledgment:** I hereby acknowledge receipt of the following addenda and have made the necessary revisions to my proposal, plans and/or specification, etc.

**Addendum Numbers Received:**

(Check the box next to each addendum received)

- |   |  |
|---|--|
| <input type="checkbox"/> Addendum No. 1 | <input type="checkbox"/> Addendum No. 6  |
| <input type="checkbox"/> Addendum No. 2 | <input type="checkbox"/> Addendum No. 7  |
| <input type="checkbox"/> Addendum No. 3 | <input type="checkbox"/> Addendum No. 8  |
| <input type="checkbox"/> Addendum No. 4 | <input type="checkbox"/> Addendum No. 9  |
| <input type="checkbox"/> Addendum No. 5 | <input type="checkbox"/> Addendum No. 10 |

I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that any verbal representation made or assumed to be made during any oral discussion held between Vendor's representatives and any state personnel is not binding. Only the information issued in writing and added to the specifications by an official addendum is binding.

\_\_\_\_\_  
Company

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.  
Revised 6/8/2012