

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

Solicitation

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NUMBER
DIGCOP12

PAGE

ADDRESS CORRESPONDENCE TO ATTENTION OF

ADDRESS CHANGES TO BE NOTED ABOVE

TARA LYLE 304-558-2544 1

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TITLE

RFQ COPY TYPE NAME/ADDRESS HERE

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BY	ORDE	ER		

DATE PRIN	Mary Control of the C						
11/30/ BID OPENING DATE:	12/1 QUANTITY	04/2012 UOP	CAT.			OPENING TIME 1	
-51N-	QUANTITY	OOP	CAT. NO.	ITEM NUM	BER	UNIT PRICE	AMOUNT
		ADDEN	DUM N	0. 15			
	SEE ATTACI	HED PAGE	S.				
	ENI	OF ADD	ENDUM	NO. 15			
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	DIGITAL CO	1 OPIERS					•
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SOLICITATION NUMBER: DIGCOP12

Addendum Number: 15

The purpose of this addendum is to modify the solicitation identified as DIGCOP12 ("Solicitation") to reflect the change(s) identified and described below.

]]	Modify bid opening date and time
]	j	Modify specifications of product or service being sought
[]	Attachment of vendor questions and responses
1]	Attachment of pre-bid sign-in sheet
ſ]	Correction of error
Γ,	X 1	Other

Description of Modification to Solicitation: Revised the electronic version of the pricing pages to extend the decimal place in the "per copy maintenance . .." unit price fields where applicable (format cell change only). Also, clarification on the "Vendor Information Form."

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:

Applicable Addendum Category:

- 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

- 1. Revised the electronic version of the pricing pages to extend the decimal place in the "per copy maintenance . . ." unit price fields where applicable (format cell change only). A copy of the revised pricing pages are attached.
- 2. The "Vendor Information Form" mentioned in the initial RFQ dated 6/12/2012 does not exist and was not a part of the re-issue of specifications in Addendum No. 11 dated 11/4/2012 and therefore, is not required with bid submission.

The bid opening remains 12/04/2012 at 1:30 pm.

DIGCOP12 - Pricing Pages - Amended And Restated

em No.	Order Type	Item Description	Brand Name of Item Bid	Model No. of Item Bid	Est. Quantity	Unit Price	Tota	al Price
1	Purchase	Monochrome	1	L				
		Band 1						
		Copier	Billion Committee in the		85		\$	
		Scanning			85		\$	19
		Network Printing			85		\$	
		Fax			85	1111111	\$	9
		Monthly Maintenance Charge Per Copier (0-5,000 copies)			3,060		\$	
		Per Copy Maintenance Overage Charge (5,001 and up)	AND THE PARTY OF THE PARTY.		18,000		\$	
		Total for Band 1					\$	-
		Band 2						
		Copier			80		\$	
		Scanning			80		\$	
		Network Printing			80		\$	
		Fax			80		\$	-
		Staple			80		\$	
		Monthly Maintenance Charge Per Copier (0-15,000 copies)			2,880		\$	
		Per Copy Maintenance Overage Charge (15,001 and up)			18,000		\$	
		Total for Band 2			Т		\$	
		Band 3						
		Copier			50		\$	
		Scanning			50		\$	
		Network Printing			50		\$	
		Fax			50		\$	
		Staple			50		\$	
		Monthly Maintenance Charge Per Copier (0-30,000 copies)			1,800	12575	\$	
		Per Copy Maintenance Overage Charge (30,001 and up)	AND THE REPORT OF THE PARTY OF THE PARTY.		18,000	IN STRUCK	\$	
		Total for Band 3	P.				\$	
		Band 4						
		Copier			30		\$	
y.		Scanning			30	Republicania	\$	
		Network Printing			30		\$	
		Fax			30		\$	
		Staple			30		\$	
		Monthly Maintenance Charge Per Copier (0-45,000 copies)	Hillians Coll Phage Care	Total Section 1	1,080		\$	
		Per Copy Maintenance Overage Charge (45,001 and up)			18,000		\$	
		. a. aspy manuscrimes overage charge (45,001 and ap)			1,		\$	

1 Purch (cont.	Monochrome					
	Band 5					
	Copier		20	Total Fire.	\$	-
	Scanning		20		\$	12
	Network Printing		20	ALTHUR SELECTION	\$	-
	Fax		20		\$	-
	Staple		20		\$	-
	Monthly Maintenance Charge Per Copier (0-65,000 copies)		700	Daniel	\$	-
	Per Copy Maintenance Overage Charge (65,001 and up)		18,000		\$	
	Total for Band 5				\$	
	Band 6			-	_	
	Copier		5		\$	-
	Scanning		5		\$	
	Network Printing		5		\$	-
	Fax		5	BEWINSHIE	\$	-
	Staple		5		\$	-
	Monthly Maintenance Charge Per Copier (0-80,000 copies)		150		\$:=
	Per Copy Maintenance Overage Charge (80,001 and up)		18,000		\$	-
	Total for Band 6			1	\$	·
	Band 7					
	Copier		10		\$	-
	Scanning		10		\$	-
	Network Printing		10		\$	-
	Fax		10		\$	
	Staple		10		\$	
	Monthly Maintenance Charge Per Copier (0-150,000 copies)		360		\$	-
	Per Copy Maintenance Overage Charge (150,001 and up)		18,000		\$	
	Total for Band 7				\$	-
		Tabl	Purchase Price of Monochrome Ba	- 4- 1-4	1	

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price	Tota	al Price
2	Purchase	Color						
		Band 1						
		Copier			5		\$	
		Scanning			5		\$	8
		Network Printing			5		\$	
		Fax			5		\$	
		Per Copy Maintenance Charge (Color)			72,000		\$	
		Per Copy Maintenance Charge (Monochrome)			144,000		\$	
		Total for Band 1		r	Ť.		\$	
		Band 2						
		Copier			25		\$	
		Scanning			25		\$	
		Network Printing			25	e i de la	\$	
		Fax			25		\$	
		Staple			25		\$	
		Per Copy Maintenance Charge (Color)			72,000		\$	
		Per Copy Maintenance Charge (Monochrome)			144,000		\$	
		Total for Band 2		1			\$	
		Band 3						
		Copier			20		\$	
		Scanning			20		\$	
		Network Printing			20		\$	
		Fax			20		\$	
		Staple			20		\$	
		Per Copy Maintenance Charge (Color)			72,000		\$	
		Per Copy Maintenance Charge (Monochrome)			144,000		\$	
		Total for Band 3					\$	
		Band 4						
	(Copier			20		\$	
		Scanning			20		\$	
		Network Printing			20		\$	
		Fax			20		\$	
		Staple			20		\$	
		Per Copy Maintenance Charge (Color)			72,000		\$	
		Per Copy Maintenance Charge (Monochrome)			144,000	r Kurt Eu	\$	
		Total for Band 4		·		1	\$	
	1					olor Bands 1-4	\$	

	Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month (Including Maintenance)
24 Month Lease	Monochrome					
	Band 1					
	Copier (including maintenance for 0 - 5000 copies)			1		\$ -
	Scanning					\$ -
	Network Printing					\$ -
	Fax			1		\$ -
	Per Copy Maintenance Overage Charge (5001 and up)			500		\$ -
	Total for Band 1					\$ -
	Band 2					
	Copier (including maintenance for 0 - 15,000 copies)			5		\$ -
	Scanning			5		\$ -
	Network Printing			5		\$ -
	Fax			5		\$ -
	Staple			5		\$ -
	Per Copy Maintenance Overage Charge (15,001 and up)			500		\$ -
	Total for Band 2					\$ -
	Band 3					
	Copier (including maintenance for 0 - 30,000 copies)			5		\$ -
	Scanning			5		\$ -
	Network Printing			5		\$ -
	Fax			5		\$ -
	Staple			5		\$ -
	Per Copy Maintenance Overage Charge (30,001 and up)			500		\$ -
	- 10 - 12					
	Total for Band 3					\$ -
		Band 1 Copier (including maintenance for 0 - 5000 copies) Scanning Network Printing Fax Per Copy Maintenance Overage Charge (5001 and up) Total for Band 1 Band 2 Copier (including maintenance for 0 - 15,000 copies) Scanning Network Printing Fax Staple Per Copy Maintenance Overage Charge (15,001 and up) Total for Band 2 Band 3 Copier (including maintenance for 0 - 30,000 copies) Scanning Network Printing Fax Staple Band 3 Copier (including maintenance for 0 - 30,000 copies) Scanning Network Printing Fax Staple	Band 1 Copier (including maintenance for 0 - 5000 copies) Scanning Network Printing Fax Per Copy Maintenance Overage Charge (5001 and up) Total for Band 1 Band 2 Copier (including maintenance for 0 - 15,000 copies) Scanning Network Printing Fax Staple Per Copy Maintenance Overage Charge (15,001 and up) Total for Band 2 Band 3 Copier (including maintenance for 0 - 30,000 copies) Scanning Network Printing Fax Staple Per Copy Maintenance Overage Charge (15,001 and up) Total for Band 2 Band 3 Copier (including maintenance for 0 - 30,000 copies) Scanning Network Printing Fax Staple	Band 1 Copier (including maintenance for 0 - 5000 copies) Scanning Network Printing Fax Per Copy Maintenance Overage Charge (5001 and up) Total for Band 1 Band 2 Copier (including maintenance for 0 - 15,000 copies) Scanning Network Printing Fax Staple Per Copy Maintenance Overage Charge (15,001 and up) Total for Band 2 Copier (including maintenance for 0 - 15,000 copies) Scanning Network Printing Fax Staple Per Copy Maintenance Overage Charge (15,001 and up) Total for Band 2 Copier (including maintenance for 0 - 30,000 copies) Scanning Network Printing Fax Staple	Band 1	Band 1

3 24 Month Lease (cont	t.) Monochrome						
	Band 4						
	Copier (including maintenance for 0 - 45,000 copies)			5		\$	
	Scanning			5		\$	
	Network Printing			5		\$	
	Fax			5	ASSESSED FOR	\$	
	Staple			5		\$	
	Per Copy Maintenance Overage Charge (45,001 and up)			500		\$	
	Total for Band 4					\$	
	Band 5						
	Copier (including maintenance for 0 - 65,000 copies)			5		\$	
19	Scanning			5		\$	
	Network Printing			5		\$	
	Fax	THE PRESENTATION OF THE		5		\$	
	Staple			5		\$	
	Per Copy Maintenance Overage Charge (65,001 and up)			500	LESS BLEE	\$	
	Total for Band 5					\$	
	Band 6						
	Copier (including maintenance for 0 - 80,000 copies)			5		\$	
	Scanning			5		\$	
	Network Printing			5		\$	
	Fax			5		\$	
	Staple			5		\$	
	Per Copy Maintenance Overage Charge (80,001 and up)			500		\$	
	Total for Band 6					\$	
	Band 7						
	Copier (including maintenance for 0 - 150,000 copies)			5		\$	
	Scanning			5		\$	
	Network Printing			5		\$	
	Fax			5		\$	
	Staple			.5		\$	
	Per Copy Maintenance Overage Charge (150,001 and up)			500		\$	
	Total for Band 7					\$	
		T-1-1-4	Price of Monochrome Bands 1 t			s	

tem No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Pr Month (In Mainter	ncluding
4	24 Month Lease	Color						
		Band 1						
		Copier			5	oranio finale	\$	7970
		Scanning			5		\$	-
		Network Printing			5		\$	-
		Fax			5		\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	-
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	-
		Total for Band 1		The author of the control of the con-	4,000		\$	-
		Band 2						
		Copier			5		\$; = (
		Scanning			5		\$	
		Network Printing			5		\$	-
		Fax			5		\$	
		Staple			5		\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	380
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	-
		Total for Band 2		1			\$	340
		Band 3						
		Copier			5	RESIDENCE.	\$	-
		Scanning			5		\$	
		Network Printing			5		\$	120
		Fax			5		\$) = ()
		Staple			5	3636450	\$	•
		Per Copy Maintenance Charge (Color)			2,000		\$	(2)
		Per Copy Maintenance Charge (Monochrome) Total for Band 3			4,000		\$	-
		Total for Ballo 5					3	253
		Band 4						
		Copier			5		\$	•
		Scanning			5		\$	(♣))
		Network Printing		1 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2 2	5		\$	
		Fax			5		\$	327
		Staple			5		\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	•
		Per Copy Maintenance Charge (Monochrome) Total for Band 4			4,000		\$	-
		Total for Band 4			1		,	
				Lease Price of Color Bands			\$	

tem No.		Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Pric Month (Inc Maintena	luding
5	36 Month Lease	Monochrome						
		Band 1						
					30			
		Copier (including maintenance for 0 - 5,000 copies)			30		s	-
		Scanning National Principles			30		\$	
		Network Printing			30		\$	
		Fax			500		\$	
		Per Copy Maintenance Overage Charge (5,001 and up) Total for Band 1			300		s	-
		Band 2						
		Copier (including maintenance for 0 - 15,000 copies)			5		\$	÷
		Scanning			5		\$	-
		Network Printing			5		\$	-
		Fax			5		\$	-
		Staple			5		\$	
		Per Copy Maintenance Overage Charge (15,001 and up)			500		\$	
		Total for Band 2					\$	Ü
		Band 3						
		Copier (including maintenance for 0 - 30,000 copies)			250		\$	-
		Scanning			250		\$	-
		Network Printing			250		\$	- 2
		Fax			250		\$	*
		Staple			250		\$	-
		Per Copy Maintenance Overage Charge (30,001 and up)			500		\$	-
		Total for Band 3					\$	-
		Band 4						
		Copier (including maintenance for 0 - 45,000 copies)			105	HI TO LET	\$	
		Scanning			105		\$	- 2
		Network Printing			105		\$	-
		Fax			105		\$	
		Staple			105		\$	-
		Per Copy Maintenance Overage Charge (45,001 and up)			500		\$	-
		Total for Band 4					\$	-

5	36 Month Lease (cont.)	Monochrome				
		Band 5				
		Copier (including maintenance for 0 - 65,000 copies)		95		\$
		Scanning		95		\$
		Network Printing		95		\$
		Fax		95		\$
		Staple		95		\$
		Per Copy Maintenance Overage Charge (65,001 and up)		500		\$
		Total for Band 5				\$
		Band 6				
	1	Copier (including maintenance for 0 - 80,000 copies)		70		\$
		Scanning		70		\$
		Network Printing		70	HARLE TO SELECT	\$
		Fax		70		\$
	1	Staple		70		\$
		Per Copy Maintenance Overage Charge (80,001 and up)		500		\$
		Total for Band 6				\$
		Band 7				
		Copier (including maintenance for 0 - 150,000 copies)		35		\$
		Scanning		35		\$
		Network Printing		35		\$
		Fax		35	111111111111111111111111111111111111111	\$
	1	Staple		35		\$
		Per Copy Maintenance Overage Charge (150,001 and up)		500		\$
		Total for Band 7				\$
			Total Monthly Lease Price of Monochrome B	ands 1 through 7 for 36	Month Lease	\$

tem No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Per Month (Including Maintenance)	
6	36 Month Lease	Color						
		Band 1						
		Copier			5		\$	-
		Scanning			5		\$	-
		Network Printing			5		\$	
		Fax			5		\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	7
		Per Copy Maintenance Charge (Monochrome)	The same in the same and the sa		4,000		\$	
		Total for Band 1					\$	-
		Band 2						
		Copier			10		\$	-
		Scanning			10		\$:=:
		Network Printing			10	mrisme!	\$	(2)
		Fax			10		\$	(*)
		Staple			10	Manager of the	\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	-
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	
		Total for Band 2					\$	•
		Band 3						
		Copier			215		\$	12
		Scanning			215		\$	
		Network Printing			215		\$	-
		Fax			215		\$	(2)
		Staple			215		\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	-
		Per Copy Maintenance Charge (Monochrome) Total for Band 3			4,000		\$	-
		Band 4						
		Copier			140		\$	(-
		Scanning			140		s	
		Network Printing			140		s	-
		Fax			140	THE REPORT OF THE PERSON NAMED IN COLUMN TWO IS NOT THE PERSON NAMED IN COLUMN TO THE PERSON NAM	s	-
		Staple			140		\$	(2)
		Per Copy Maintenance Charge (Color)			2,000		\$	
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	-
		Total for Band 4					\$	
			Total Monthly L	ease Price of Color Bands :	through 4 for 36	Month Lease	\$	

tem No.		Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Month (Inclu Maintenan	ding
7	48 Month Lease	Monochrome						
		Band 1						
		Copier (including maintenance for 0 - 5,000 copies)			30		\$	
		Scanning			30		\$	- 0
		Network Printing			30		\$	
		Fax			30		\$	-
		Per Copy Maintenance Overage Charge (5,001 and up)			500		\$	-
		Total for Band 1					\$	-
		Band 2						
		Copier (including maintenance for 0 - 15,000 copies)			40		\$	-
		Scanning			40		\$	4
		Network Printing			40		\$	-
		Fax			40		\$	
		Staple			40		\$	24
		Per Copy Maintenance Overage Charge (15,001 and up)			500		\$	
		Total for Band 2					\$	•
		Band 3						
		Copier (including maintenance for 0 - 30,000 copies)			110		\$	7/4
		Scanning			110		\$	1(#)
		Network Printing			110		\$	-
		Fax			110		\$	14
		Staple			110		\$	ñ#.
		Per Copy Maintenance Overage Charge (30,001 and up)			500		\$	92
- 1		Total for Band 3					\$	-
		Band 4						
		Copier (including maintenance for 0 - 45,000 copies)			50		\$	
		Scanning			50		\$	
		Network Printing			50		\$	110
		Fax			50		\$	(*)
		Staple			50		\$	
		Per Copy Maintenance Overage Charge (45,001 and up)			500		\$	127
		Total for Band 4					\$	

7	48 Month Lease (cont.)	Monochrome				
		Band 5				
		Copier (including maintenance for 0 - 60,000 copies)		45	\$	
		Scanning		45	\$	
		Network Printing		45	\$	
		Fax		45	\$	
		Staple		45	\$	
		Per Copy Maintenance Overage Charge (60,001 and up)		500	\$	
		Total for Band 5			\$	
		Band 6				
		Copier (including maintenance for 0 - 80,000 copies)		40	\$	
		Scanning		40	\$	
		Network Printing		40	\$	
		Fax		40	\$	
		Staple		40	\$	
		Per Copy Maintenance Overage Charge (80,001 and up)		500	\$	
		Total for Band 6			\$	
		Band 7				
		Copier (including maintenance for 0 - 150,000 copies)		30	\$	
		Scanning		30	\$	
		Network Printing		30	\$	
		Fax		30	\$	
		Staple		30	\$	
		Per Copy Maintenance Overage Charge (150,001 and up)		500	\$	
		Total for Band 7			\$	
			Total Monthly Lease Price of Monoch	rome Rands 1 through 7 for 49 Manet	n Lease \$	

Item No.	Order Type	Item Description	Brand Name	Model No.	Est. Quantity	Unit Price Per Month	Total Price Month (Inclu Maintenan	uding
8	48 Month Lease	Color						
		Band 1						
		Copier			5		\$	
		Scanning			5		\$	-
		Network Printing			5		\$	
		Fax			5		\$	
							\$	-
		Per Copy Maintenance Charge (Color)			2,000		\$	15
		Per Copy Maintenance Charge (Monochrome)	L-VARIATION ENGINEERS		4,000			
		Total for Band 1					\$	€ =
		Band 2						
		Copier			5		\$	-
		Scanning		Mai dia dia dia dia dia dia dia dia dia d	5		\$	
		Network Printing			5		\$	-
		Fax			5		\$	-
		Staple			5		s	-
		Per Copy Maintenance Charge (Color)			2,000		\$	-
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	
		Total for Band 2					\$	-
		Band 3						
		Copier			20		s	24
		Scanning			20		\$	-
		Network Printing			20		\$	-4
		Fax			20		\$	04
		Staple			20		s	
		Per Copy Maintenance Charge (Color)			2,000		\$	
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	
		Total for Band 3	Acrost Propression and Accompleting of		1,000		\$	
		Band 4						
		Copier			50		\$	-
		Scanning			50		\$	-
		Network Printing			50		\$	
		Fax			50		\$	-
		Staple			50		\$	-
		Per Copy Maintenance Charge (Color)			2,000		S	
		Per Copy Maintenance Charge (Monochrome)			4,000		\$	
		Total for Band 4			2 000 000 750 2000		\$	

	Total Price for All Items						
Item 1	Total Purchasing Price of Monochrome Bands 1 through 7	\$	(2)				
Item 2	Total Purchas Price of Color Bands 1-4	\$	-				
Item 3	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 24 Month Lease	\$	18 3				
Item 4	Total Monthly Lease Price of Color Bands 1 through 4 for 24 Month Lease	\$	•				
Item 5	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 36 Month Lease	\$: ₩:				
Item 6	Total Monthly Lease Price of Color Bands 1 through 4 for 36 Month Lease	\$	127				
Item 7	Total Monthly Lease Price of Monochrome Bands 1 through 7 for 48 Month Lease	\$.=:				
Item 8	Total Monthly Lease Price of Color Bands 1 through 4 for 48 Month Lease	\$					
Total Pri	stal Price for All Items \$ -						

vendor information:	
Vendor Name:	
Contact Name:	
Address:	
Phone No.:	
Fax No.:	
Authorized Signature:	

Revised 11/30/2012

ADDENDUM ACKNOWLEDGEMENT FORM SOLICITATION NO.: DIGCOP12

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.

			Tumbers Received: x next to each addend	lum 1	rece	ived)				
]]	Addendum No. 1]]	Addendum No. 6	[]	Addendum No. 11	
]]	Addendum No. 2	[]	Addendum No. 7	[]	Addendum No. 12	
]]	Addendum No. 3	[]	Addendum No. 8	[]	Addendum No. 13	
]]	Addendum No. 4	[]	Addendum No. 9	[]	Addendum No. 14	
]]	Addendum No. 5	[]	Addendum No. 10	[]	Addendum No. 15	
furthe discus	I understand that failure to confirm the receipt of addenda may be cause for rejection of this bid. I further understand that 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.									
			8				Co	mp	any	
						,	Aı	ıtho	rized Signature	
						*	Da	nte.		

NOTE: This addendum acknowledgement should be submitted with the bid to expedite document processing.