

Office of State Procurement  
State of Louisiana  
Division of Administration

JOHN BEL EDWARDS  
GOVERNOR



JAY DARDENNE  
COMMISSIONER OF ADMINISTRATION

10/16/2023

**ADDENDUM NO. 01**

Your reference is directed to RFX Number 3000021910 for the Invitation to Bid for the State of Louisiana – Armed Security Guard Services, which is currently scheduled to open at 10:00am CDT on 10/24/2023.

The following change is to be made to the referenced solicitation:

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**Replacing Attachment B – Specifications – Pages 1-4 in its entirety.**

**Adding the following language to Attachment B, Page 1: Guard Services to be provided Monday through Friday, 8:00 am until 4:30 pm, excluding State holidays.**

**Lunch break is thirty (30) minutes. Guard must inform the front desk when they leave for their lunch and notify the front desk when they return.**

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All else remains as on original bid.

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**THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION.**

**ACKNOWLEDGEMENT:** If you have already submitted your bid and this Addendum does not cause you to revise your bid, you should acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged/No changes:

For: \_\_\_\_\_ By: \_\_\_\_\_

**REVISION:** If you have already submitted your bid and this Addendum requires you to revise your bid, you must indicate any change(s) below, identify your business name and sign where shown. Revisions shall be delivered prior to bid opening by mail or delivery by hand or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, Ste. 2-160, Baton Rouge, LA 70802, or by fax to: (225) 342-9756, and indicate the RFX number and the bid opening date and time on the outside of the envelope for proper identification, or by fax to: (225) 342-9756. Electronic transmissions other than by fax are not being accepted at this time

**Revisions received after bid opening shall not be considered and you shall be held to your original bid.**

Revision:

For: \_\_\_\_\_ By: \_\_\_\_\_

By: Kandace Shropshire  
Office of State Procurement  
Telephone No. 225-342-8015  
Email: Kandace.Shropshire@la.gov