11/17/23

Office of State Procurement

State of Louisiana

Division of Administration



**Jay Dardenne**

**Commissioner of Administration**

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Vendor Inquiry Email: Vendor\_Inq@LA.Gov

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**ADDENDUM NO. 02**

Your reference is directed to RFx Number 3000022053 for the Invitation to Bid for the State of Louisiana – T-Shirts for CRT, which is currently scheduled to open at 10:00AM CDT on 11/28/23.

The following changes are to be made to the referenced solicitation:

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**Line 1 of RFx currently reads: Shirt Color: Dark Purple**

**Line 1 of RFx changed to read: Shirt Color: Purple**

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**Line 2 of RFx currently reads: Shirt Color: Dark Purple**

**Line 2 of RFx changed to read: Shirt Color: Purple**

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**Line 1 of RFx changed to include:**

Packaging Requirements:

T-Shirts are to be packaged with no more than 75 shirts per box and the same size shirts in each box.

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**Line 2 of RFx changed to include:**

Packaging Requirements:

T-Shirts are to be packaged with no more than 75 shirts per box and the same size shirts in each box.

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**Questions from the Vendor and State’s Responses:**

**Vendor Question 1.** Please clarify if the bid is requesting only 5,000 in Dark Purple-X-Large T-Shirts and 5,000 in Dark Purple - Large T-Shirts.

***State’s Response:*** *Yes, the agency is requesting 5,000 EA of size large purple shirts* ***and*** *5,000 EA of size X-Large purple shirts.*

**Vendor Question 2.** Doyou have any special packaging or shipping requirements?

***State’s Response:*** *The T-Shirts are to be packaged with no more than 75 shirts per box and the same size shirts in each box.*

**Vendor Question 3.** The artwork for the back of the shirt is listed as exhibit B, which I have. The artwork for the front sized at 3.5 isn’t specified, or will it be the same graphic for front and back?

***State’s Response:*** *The logo is the same for the front and the back.*

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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. 3rd 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. 3rd 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: Alex Jackson

Office of State Procurement

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