


<b>INVITATION TO BID</b>		<b>BID DUE DATE AND TIME</b>	
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		<b>08/06/2024 11:00 AM CT</b>	
<b>SOLICITATION RFQ-0000002304</b> <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div style="border: 1px solid black; height: 80px; width: 100%; margin-top: 10px;"></div>		<b>RETURN BID TO</b> lsubids@lsu.edu  <b>Buyer</b> Alexandra Torres Huber <b>Buyer Phone</b> +1 (225) 578-9398 <b>Buyer Email</b> atorre6@lsu.edu <b>Issue Date</b> 07/17/2024	
<b>TITLE: REBID: FOOD PACKAGING MACHINE</b>			
Addendum 01: Notice is given to all parties that this Solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached for supplier inquiry and response.			
<p style="text-align: center;"><b>To Be Completed By Supplier</b></p> <ol style="list-style-type: none"> <li>_____ "No Bid" (sign and return this page only).</li> <li>_____ My Company does not wish to receive future solicitations for this spend category.</li> <li>Specify your Delivery: To be made within _____ days after receipt of order.</li> <li>If applicable, Supplier's Addendum Acknowledgement/Response: As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and _____ submit no alterations/clarifications to our original bid. _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.</li> </ol> <p style="text-align: center;"><b>General Instructions to Suppliers</b></p> <ol style="list-style-type: none"> <li>Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.</li> <li>Read the entire solicitation, including all terms, conditions and specifications.</li> <li>All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.</li> <li>Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.</li> <li>Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</li> <li>By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.</li> </ol>			
<b>SUPPLIER NAME</b>		<b>MAILING ADDRESS</b>	
<b>AUTHORIZED SIGNATURE</b>		<b>CITY, STATE ZIP</b>	
<b>PRINTED NAME</b>		<b>PHONE #</b>	
<b>TITLE</b>		<b>FAX #</b>	
<b>E-MAIL</b>		<b>FEDERAL TAX ID #</b>	

Solicitation 000002304

Addendum 01

**Specification Change**

The following section of the original solicitation shall be replaced with the revised requirement below:

**10. Training:** On-site, in-person 1-day operator training must be provided by the supplier. All costs associated with training (i.e., travel, local transportation, accommodation, meal, etc.) must be included in line item 2 in the bid response.

**Additionally, telephone technical service support for troubleshooting or protocol clarification is required during normal business hours, Monday through Friday.**

**Supplier Inquiry and Response**

Q1) Does this machine need to have capability to use 10K film?

A1) Yes

Q2) Is this machine only going to be used to seal preformed trays or will boards need to be sealed? The 30 mm protrusion height is specific to sealing boards.

A2) Yes, the machine must have capability to seal both preformed trays and boards.