August 13, 2024

**ADDENDUM NO. 01**

Your reference is directed to RFx Number 3000023368 for the Invitation to Bid (ITB) for the State of Louisiana – Janitorial Services-OGM, which is currently scheduled to open at 2:00PM CT on 08/15/24.

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

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**Replacing Attachment B – Specifications – Page 1 in its entirety.**

**Attachment B, Page 1 currently reads: Tasks to be performed 2 days per week (Monday and Friday from 8:00AM until 4:00PM)**

**Attachment B, Page 3 changed to read: Tasks to be performed 3 days per week (Monday, Wednesday, and Friday from 8:00AM until 4:00PM)**

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All else remains as on original Invitation to 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. 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: Kayler Holden

 Office of State Procurement

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