

Office of State Procurement  
State of Louisiana  
Division of Administration

JEFF LANDRY  
GOVERNOR



TAYLOR F. BARRAS  
COMMISSIONER OF ADMINISTRATION

October 1, 2024

**ADDENDUM NO. 01**

Your reference is directed to RFX Number 3000023480 for the Invitation to Bid for the State of Louisiana – Purell BN Janitorial Chemicals - SW, which is currently scheduled to open at 10:00 AM CT on October 8, 2024.

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Following are the Vendors' Inquiries received by the deadline date of September 24, 2024 and the State's responses:

**Vendor's Inquiry #1:** Can we have the previous bid tabulation and awarded vendors list?

**State's Response #1:** This solicitation is to establish a brand new contract. There are no previous contracts for this brand name, therefore no previous bid tabulations or awarded vendor lists can be provided.

**Vendor's Inquiry #2:** Are items to be delivered to 1 location or multiple locations?

**State's Response #2:** This is statewide contract. All State Agencies, including Political Subdivisions and Quasi State Agencies are to issue contract purchase orders for the items required, as and when need needed.

**Vendor's Inquiry #3:** How often will orders be placed?

**State's Response #3:** See State's Response #2.

**Vendor's Inquiry #4:** What are your current pricing and product brands for this bid?

**State's Response #4:** Due to this being a new brand name solicitation, we cannot provide current pricing or a list of current product brands.

**Vendor's Inquiry #5:** Can you specify anticipated order quantities for the line items? What was the last 12 month order qty for these products?

**State's Response #5:** See Quantities section on page 10 of Attachment A – Special Terms and Conditions. Due to this being a new brand name solicitation, we do not have purchase history to provide or previous order quantities.

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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, by hand delivery or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, Claiborne Building - 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 by hand delivery or courier to: Office of State Procurement, 1201 N. 3<sup>rd</sup> Street, Ste. 2-160, Baton Rouge, LA 70802, 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: Paris King  
Office of State Procurement  
Telephone No. 225-342-8019  
Email: [Paris.King2@la.gov](mailto:Paris.King2@la.gov)