

Office of the Mayor-President

Purchasing Division



City of Baton Rouge
Parish of East Baton Rouge
222 St. Louis Street, 8th Floor
P.O. Box 1471
Baton Rouge, Louisiana 70821

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Director of Purchasing

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ADDENDUM NO. 1 ISSUED NOVEMBER 15, 2024
CACFP FOOD VENDOR 2024 - 2024-10-6010

Your reference is directed to the above-referenced Invitation to Bid which is scheduled to open on December 4, 2024 at 11:00 A.M.

Page 11: Inquiry Period as written. **All inquiries shall be received by 5:00 PM on November 27, 2024.**

REVISE Page 11: **All inquiries shall be received by 11:00 AM on November 27, 2024.**

An updated Page 11 has been attached for insertion into the Invitation to Bid. Please remove and replace Page 11 with attachment

The addendum is hereby officially made part of the referenced solicitation and should be attached to the bidder's bid or otherwise acknowledged therein.

If you have already submitted your bid and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to the Bid Opening in an envelope marked with the file number, bid opening date and time. If this addendum does not cause you to revise your bid, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

Signature

Date

Company

INQUIRY PERIOD

An inquiry period is hereby firmly set for all interested bidders to perform a detailed review of the bid documents and to submit any written questions relative thereto. **Without exception, all questions MUST be in writing** (even if an answer has already been given to an oral question during the pre-bid conference or job site visits.) Inquiries are to be directed as follows:

Hand Delivered or by Courier

Lori Foreman
City-Parish Purchasing Department
222 Street Louis Street, Room 826
Baton Rouge, LA 70802

By email: lforeman@brla.gov

The City-Parish shall not and cannot permit an open-ended inquiry period, as this creates an unwarranted delay in the procurement cycle and operations of our departments. The City-Parish reasonably expects and requires *responsible and interested* proposers to conduct their in-depth proposal review and submit inquiries in a timely manner.

All inquiries shall be received by 11:00 AM on November 27, 2024.

The City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division, is offering teleconference and in-person attendance by vendors at public bid openings for bids published by our office.

Any vendor who would like to listen to the opening of this bid can access the following link, at the date and time of this bid opening:

Join by phone:

+1-408-418-9388 United States Toll
Access code: 263 373 080 (followed by the # button)

Alternate numbers to call if number above is not available, which may occur due to network traffic (use the same Access Code, followed by the # button):

United States Toll (Boston) +1-617-315-0704
United States Toll (Chicago) +1-312-535-8110
United States Toll (Dallas) +1-469-210-7159
United States Toll (Denver) +1-720-650-7664
United States Toll (Jacksonville) +1-904-900-2303
United States Toll (Los Angeles) +1-213-306-3065

This link will provide you with live audio access to this bid opening. The link will be live at the noted bid opening time and date.