

Office of State Procurement
State of Louisiana
Division of Administration

JEFF LANDRY
GOVERNOR



TAYLOR F. BARRAS
COMMISSIONER OF ADMINISTRATION

November 27, 2024

ADDENDUM NO. 01

Your reference is directed to RFX Number 3000023903 for the Invitation to Bid for the State of Louisiana – *RE-BID* T-Shirts - LDWF contract, which is currently scheduled to open at 10:00 A.M. CT on December 11, 2024.

Following are the Vendor’s Inquiries received by the deadline date of November 22, 2024 and the State’s Responses:

Vendor’s Inquiry #1: The specifications sheet gives numbers with a title for both short and long sleeve shirts. Does this mean double the number or are we to guess the number of each style? The difference between a long sleeve and short sleeve shirt is fairly dramatic.

State’s Response #1: Per Attachment C – Price Sheet, estimated quantities are provided for each size and style of short and long sleeve shirts. Quantities shown are based on the previous contract usage or estimates. See Pg. 4, Quantities, on Attachment A – Standard Terms and Conditions.

Vendor’s Inquiry #2: On the specification sheet, it also lists several colors but again with no real clear determination of how many per color and what color the imprint will be. How are we to give a fair price quote when we do not know how many color changes there will be?

State’s Response #2: Per Attachment C – Price Sheet, the estimated quantities represent the combined total for all colors, not separate quantities for each color. Vendors must bid a single price per line that will cover all listed colors.

Vendor’s Inquiry #3: Are you purchasing the shirts all at once or stretched out over the calendar year? This again dramatically changes the price per shirt.

State’s Response #3: Per Attachment A - Standard Terms and Conditions, Pg. 4, under “Orders”, it states that LDWF is to issue contract purchase orders for the goods required, as and when needed. Also, per the RFX language, it states that this is an agency term contract for a 12 month period. This is not a 1-time purchase.

Vendor’s Inquiry #4: Lastly, Gildan shirts are made in Central America and with the new government that is incoming is promising tariffs and the cost of the items could change dramatically. Will there be room to wiggle in the event of a massive shift in costs?

State’s Response #4: Per Attachment A – Standard Terms and Conditions, Pg. 3, under “Acceptance”, it states that if accepted, prices must remain firm for the specified contract period. For additional details, refer to Pg. 4 under “Contractual Period and Renewals”.

All else remains as on original bid.

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. 3rd 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, by hand delivery, or courier to: Office of State Procurement, 1201 N. 3rd Street, Claiborne Bldg., 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: Emaly Tran
Office of State Procurement
Telephone No. 225-342-4820
Email: emaly.tran@la.gov