



Nicholls State University

Purchasing Office

P. O. Box 2052 – Thibodaux, LA 70310
985.448.4038 – Fax: 985.448.4921

**ADDENDUM NO 1
FOR
BID SB01902 – COPIER MANAGEMENT PROGRAM
NICHOLLS STATE UNIVERSITY
THIBODAUX, LOUISIANA
04/14/2025**

PAGE 1 OF 2

Bid Responses are Due at 3:00 PM on 05/06/2025

This addendum is hereby made a part of the Bidding Documents to the extent as though it was originally included therein.

This addendum, SShould be acknowledged on the Bid Submission Checklist Page

Purpose of Addendum:

Answer Questions Received

1. Is this a new contract or are these devices currently under contract. If under contract, would you mind sharing vendor information.

Nicholls Response: This is a new contract. Current contract expires on 06/30/2025. New contract begins 07/01/2025. Current contractor is Classic Business Products

2. In order to provide a more accurate long term proposal, do you see the contract extended to years 4 and 5.

Nicholls Response: The initial term of the current contract began in July 01, 2020 through June 30th, 2023. It was renewed for two (2) additional twelve-month periods, July 2023 – June 2024, and July 2024 – June 2025.

Per the specification, the University has the right to terminate any contract for convenience, for cause, or for fiscal funding purposes.

A complete term or renewals are not guaranteed.

**ADDENDUM NO 1
FOR
BID SB01902 – COPIER MANAGEMENT PROGRAM
NICHOLLS STATE UNIVERSITY
THIBODAUX, LOUISIANA
04/14/2025**

PAGE 2 OF 2

3. Can you please verify the annual usage numbers as it appears to be closer to monthly numbers than annual. For example, the DI (26) units show annual usage of 125,219 which would calculate to 401 pages per unit per month. That seems very low.

Nicholls Response: All copy counts provided were annual. Segment DI are smaller machines for small departments with low usage. These machines are included to provide department with a multi-function machine that provide copy/scan/printing features without having the capital expenditure of purchasing a machine.

4. For the (26) DI units, would you consider 50 pages per minute as opposed to 55 pages per minute. I hardly doubt there would be any noticeable difference in performance given the new advanced technology. Additionally, there would be cost savings.

Nicholls Response: Yes, 50 + pages per minute is acceptable.

5. Would you be interested in a purchase option following the lease, whether it be in 3, 4, or 5 years.

Nicholls Response: No. The University does not have an interest in purchasing copy machine equipment.

Terry G. Dupre
Director of Purchasing, Property Control
and Support Services Administration