



Office of the Mayor-President

Purchasing Division
City of Baton Rouge
Parish of East Baton Rouge
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Phil Gore
Interim Director of Purchasing

ADDENDUM NO. 2
September 25, 2022

Your reference is directed to: **File Number: 25-00660**

A25-0660 Specialty Printing for East Baton Rouge Parish Libraries

Scheduled to open: **October 1, 2025 at 11:00 am CST**

The following changes are to be made to the referenced solicitation:

Question 1: Item 0183 Four-Sided Bookmark- Is the Finished Size of 2 ½ x 8 ½ the size before or after folding?

Answer 1:

0183	Four Sided Bookmark with a fold, 80# Glossy Cover, FULL COLOR, FINISHED SIZE: 2 ½" x 8 ½", two-sided, Bleeds, Shrink Wrap by 100. Ordered in Lots of 2,000	3	Per LOT		
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Has been replaced with:

0183	Four Sided Bookmark with a fold, 80# Glossy Cover, FULL COLOR, 5.5" w x 8 ½"l, FINISHED SIZE: 2 ½"w x 8 ½"l, Shrink Wrap by 50. Ordered in Lots of 1,500	2	Per LOT		
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Question 2: Item 0214 regarding 4 Up Laser Labels- If these are printed on a Roll, are the 4 up or 1 up? and are they for printing in a laser printer ?

Answer 2:

0214	4 up Laser Labels, with logo, color shall be Reflex Blue ink. Ordered in Lots of 3,000 - ROLL	2	Per LOT		
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Has been replaced with:

0214	Rectangular Labels, FULL COLOR, 3 1/2" x 5", with image provided. Ordered in Lots of 500 - ROLL	1	Per ROLL		
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Question 3: Items 0216, 0217,0218,0219 What is For One Book One Community 1000 Books or other ?

Answer 3: These are two different size labels. The titles are usually themed for our programs/projects (it could be anything). Images will be provided if needed.

Question 4: Items 0220, 0221 What is Press Start or Other 0217,0218,0219, what is For One Book One Community 1000 Books or other?

Answer 4: These are all different size labels used for different programs/projects/themes. Again, it could be anything on the label. The italicized words can be added to/removed; images can be provided, if needed.

Also: Note the following:

0215	4 up Laser Labels, with logo, color shall be Reflex Blue ink. Ordered in Lots of 3,000 - FLAT	2	Per LOT		
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Has been replaced with:

0215	4 up Laser Labels (Avery Label 5168), image provided, color shall be Reflex Blue ink. Ordered in Lots of 3,000 - FLAT	1	Per LOT		
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This addendum is hereby officially made a part of the referenced solicitation and should be attached to the bidder's proposal or otherwise acknowledged therein.

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes herein and return to Purchasing prior to 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.

cc: Bid File 22-00660

dsstewart@brla.gov
225-389-3259 x 3264

Signature

Date

Company