



Division of Administration and Facilities
PURCHASING

ADDENDUM #2

October 27, 2025

**RE: Sealed Bid Number 50012-635-26: Purchase of Letterhead, Envelopes, Business Cards, and Note Cards
Blanket Bid**

The following information is provided to amend the original invitation to bid on October 10, 2025.

- The original solicitation indicated the following on Item #4; "Size: 5.5 inch 100# Baronial (A2) non-panel, smooth white, uncoated with matching envelopes (square flap)"
 - The specifications are hereby amended to state; "Size: 100# A2 (4.25 inch x 5.5 inch) non-panel, smooth white, uncoated with matching envelopes (square flap)"

The original solicitation further indicated the following on Item #4; "Bindery: Note cards should be scored and flat."

- The specifications are hereby amended to state; "Bindery: Note cards should be scored and flat (not folded)."

All other specifications remain unchanged.

Sincerely,

Clint Williams
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