

## ADDENDUM 1

(please sign and return with the submittal)

### CHANGES

**Change 1** - Remove Section 3 Scope of Work Subsection 3.3 General Requirements Item G.

**Change 2** - Remove and Replace Section 3 Scope of Work Subsection 3.3 General Requirements Item A with the following.

- A. Deliver items at an agreed upon location with the City Department Contact Representative (CDCR).
1. The Contractor shall notify the CDCR of delays when known.
  2. Frequent locations that the City may request delivery to are shown in Exhibit C, Locations. The locations listed are not comprehensive of all City of Phoenix buildings requesting items herein. City may request delivery not listed in the Exhibit C, Locations.
  3. Delivery shall be within 15 business days after receipt of the order unless specified otherwise by the CDCR.

### QUESTIONS AND ANSWERS:

Note: Spelling, grammar, and punctuation of the questions are shown exactly as submitted by the potential respondents.

No.	Question	Answer
1.	Can you please confirm that we are registered?	Offerors can confirm their registration by visiting the link here: <a href="https://www.phoenix.gov/procure">https://www.phoenix.gov/procure</a>  If you have previously registered with the City, but don't have access, you may reach out to vendor support at <a href="mailto:vendor.support@phoenix.gov">vendor.support@phoenix.gov</a> or 602.262.1819.
2.	Are RFQ's automatically generated and emailed? I never receive any.	Notifications of solicitation postings are courtesy emails. Notifications are usually sent to the City of Phoenix registered vendors who are signed up for relevant product category codes.
3.	A. We are interested in participating on this bid RFQu-24-0171 Sports Uniforms and Promotional Items, however we would need some specifications about the products you want	Please refer to the Pricing Proposal separately attached to the solicitations.phoenix.gov page.



	and the estimated quantity that you require.	
	B. Could you send me some type of tabulation for this so we can give you a more accurate quote?	Please view page 3 of this addendum for a copy of the last solicitation's bid tabulation.
4	Unfortunately, with many, many attempts, and emails for assistance, I cannot get onto the site and my account has been locked.	To unlock your account, please contact vendor support at <a href="mailto:vendor.support@phoenix.gov">vendor.support@phoenix.gov</a> or 602.262.1819.
5	A. Regarding the Screen Printing and Embroidery pricing, is a complete price list reflecting number of pieces and screen printing colors acceptable?	Please provide the pricing in the Pricing Proposal Excel document.  For any additional information, the Offerors can provide their proposal to the City, but it would not be considered in the award evaluation.
	B. Also, may this pricing be listed reflecting the discount already applied? We deem this pricing separate from usual catalog list prices and MSRP. These pricing figures are final costs to you, the end user.	The Offerors shall provide the final cost to the City in the Pricing Proposal Excel document.
6	A. I wanted to inquire about the process of BAFO stated on page 13/14 of the RFQ document. Is there any way to get clarification on how this process works?	Refer to Section 2.32. Best and Final Offers.
	B. Are the competitive offerors provided any information about prices submitted before responding with a BAFO?	Refer to Section 2.31. Discussions with Offerors in Competitive Range, Paragraph 4.

[illegible][illegible]

The balance of the specifications and instructions remain the same. Bidder must acknowledge receipt and acceptance of this addendum by signing below and returning the entire addendum with the bid or proposal submittal.

Name of Company: \_\_\_\_\_

Address: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Print Name and Title: \_\_\_\_\_