



ADDENDUM No. "1" to RFP No. B2014010

File Folders

Date of Addendum No. "1" Issued:

June 13, 2014

Purpose of this Addendum is to:

❖ Address and provide answers to questions submitted to the Purchasing Office.

1.) Does the folder have any fasteners in it?

There are no fasteners in the folders.

2.) What is the point of the paper (11pt, 14pt, 18pt)

The folder stock should be 10 pt, and as clearly stated in the RFP, "The paperboard shall have an average thickness between 0.0095 inches and 0.025 inches".

3.) Is there any printing on the folder?

There is no printing on the folder.

4.) What material should the folder be? Is it manila?

The material that the folder is made of is clearly stated under Section 2.0 of the RFP.

5.) All of the specifications talk about an archive folder and then the actual pricing page says "enter into a contract to supply "archives box" per the bid. Can you please clarify?

RFP # B2014010 is for archival folders. RFP # B2014009 is for archival boxes.

6.) All of our acid free folders are manila color. Is manila acceptable?

If ALL of the other specifications listed under Section 2.0 of the RFP are met, then manila is acceptable as a color. Common office folders usually described as 'manila', however, do not meet those specifications.