

PASSAIC VALLEY WATER COMMISSION

CONTRACT #20-B-9 PRINTING AND MAILING SERVICES

ADDENDUM NO. 1

Bidders are advised that the original Contract Documents for the referenced Contract have been amended as noted in this Addendum No. 1. **This Addendum shall become part of the Contract Documents and is to be attached thereto. Bidders shall acknowledge receipt of this Addendum on page P-16 of the Bid Documents.**

CONTRACT DOCUMENTS:

Invitation to Bidders – Time Extension

Delete the first paragraph on Page I-1 in its entirety and in its place insert the following:

Sealed bids for performing the Contract identified below will be received by the Passaic Valley Water Commission, at its offices located at 1525 Main Avenue, Clifton, New Jersey, on **April 28, 2020 at 2:00 p.m.**, local time, at which time and place said bids will be publicly opened and read via teleconference. The Commission will accept electronic submission of bids via the Commission's FTP site to be provided to all document holders under a separate email by no later than the bid opening date as specified herein. The winning bidder will be required to submit a hard copy of the bid with all original signatures and seals to the Commission's office, located at 1525 Main Avenue, Clifton, NJ 07011, within 48 hours from receipt of notification by the Commission.

Technical Specification Section 15103, Printing and Mailing Services

Delete Pages 15103-1 to 15103-12 under Section 15103 in its entirety and replace with the attached Pages 15103-1-ADD1 to 15103-10-ADD1.

Clarifications to the Bid Documents

1. Vendor is required to submit a bid bond as per Pages P-5, P-7 and as stated in the Bid Document Checklist on Page P-17.
2. PVWC's current vendor is Matrix Imaging Solutions, Inc. Please see attached Form of Proposal from the current Contract #16-B-21 for current pricing.
3. The requested timeline for implementation from the award date is approximately 60 days.
4. Please see attached samples for each of the documents listed in the "Form of Proposal", front and back.
5. The stipulated quantities for the appropriate Bid Items in the Form of Proposal are greater than the values stated in Table 1, Annual Billing Summary, in Section 15103 to help ensure that the Contract provides for sufficient quantities of the various Bid Items over the duration of the Contract.

END OF ADDENDUM NO. 1