



PURCHASING DEPARTMENT
DIVISION OF BUDGET & FINANCE

Q-20-684
ADDENDUM NO. 1
REQUEST FOR QUOTATION

CUSTODIAL PAPER AND HAND SOAP FOR VARIOUS COUNTY DEPARTMENTS

DATE: Thursday, May 21, 2020

QUOTES DUE: Thursday, May 28, 2020
3:00 P.M. (EDT/EST)

To Bidders:

This Addendum is hereby made a part of the Request for Quotation (RFQ) Documents on which all quotations will be based and is issued to correct and/or clarify the original documents.

Please acknowledge receipt of this Addendum on the Quotation Form. This Addendum consists of two (2) pages.

NOTE: Washington County Government has limited access to the Washington County Administration Complex at 100 West Washington Street, Hagerstown, Maryland until further notice. All Quoters shall allow ample time for delivery of their quote packets. Delivery of quote packets via-courier service or United States Postal Service (USPS) will be accepted. Those quoters who wish to deliver their quote packet in person will need to call 240-313-2330 to schedule an appointment to drop off their bid packet.

ITEM NO. 1: *Inquiry:* Can you please provide me with the previous award information and tabulations?

Response: Refer to the Request for Quotation document, Page 6, Instructions, Item No. 24.

ITEM NO. 2: *Inquiry:* How may locations will be utilizing this contract?

Response: Refer to the Request for Quotation document, Pages 9 and 10, Delivery Hours and Locations.


ITEM NO. 3: *Inquiry:* Are locations equipped with a loading dock & forklift?

Response: Locations with a forklift are identified as Location numbers 1, 2, 3, 4, 5, 6, 7, 9, 10 and 12 in the Request for Quotation document, Pages 9 and 10, Delivery Hours and Locations. Only Location numbers 5, 7, 10 & 12 have a Loading Dock.

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Custodial Paper and Hand Soap
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Page 2

- ITEM NO. 4:** Samples/Substitutions: Green Heritage – Item No. 235, Toilet Tissue, 2-Ply, 500 sheets per roll, 4.4” x 3.5”, ninety-six (96) per case. This is **NOT** an acceptable equal to Item No. 1 in the Request for Quotation.
- ITEM NO. 5:** Samples/Substitutions: INT-4347, Black Plastic Bags, 43” x 47”, one hundred (100) bags per case. This is **NOT** an acceptable equal to Item No. 14 in the Request for Quotation.
- ITEM NO. 6:** Samples/Substitutions: INT-2433, Clear Plastic Bags, 24” x 33”, one thousand (1,000) bags per case. This is **NOT** an acceptable equal to Item No. 15 in the Request for Quotation.

By Authority of:



Rick F. Curry, CPPO
Director of Purchasing

(NOTE: The wording of all "Inquiries" submitted are displayed exactly as received.)