



# PURCHASING AND SUPPLY SERVICES

Keith Stewart, Director | keith.stewart@pgcps.org  
13300 Old Marlboro Pike | Upper Marlboro, MD 20772 | 301-952-6560

## ADDENDUM NO. 2

### IFB PUR-019-23 ADDENDUM NO. 2

<b>ISSUED BY:</b>  <b>PRINCE GEORGE'S COUNTY PUBLIC SCHOOLS</b>  <b>OFFICE OF PURCHASING AND SUPPLY</b> <b>13300 OLD MARLBORO PIKE, ROOM 20</b> <b>UPPER MARLBORO,</b> <b>MARYLAND 20772-9983</b>	<b>Date of this Addendum:</b>  <b>June 13, 2023</b> <b>No. of Pages: 1</b>	<b>Proposal Submissions:</b>  <b>June 21, 2023</b> <b>(11:00 AM) EST</b>
	<b>IFB No.: PUR-019-23</b>	<b>IFB Issuance Date:</b> <b>May 09, 2023</b>
	<b>TITLE: Snacks and Beverages</b>	

### TO ALL PROSPECTIVE OFFERORS AND OTHER RECIPIENTS OF SOLICITATION DOCUMENTS

**This Addendum is hereby made a part of the Contract Document which will be the basis of a Contract. This Addendum is issued to modify the original Solicitation Documents issued May 09, 2023. Prospective Offerors are requested to attach this Addendum to your Contract Documents. Receipt of this Addendum must be acknowledged in the Proposal Document (see Appendix G). Failure to do so may subject the Offerors disqualification.**

### The purpose of this addendum is to Provide Responses to Questions.

**Q1. Do we use the excel sheet as a bid sheet?**

A. Yes, the excel bid sheet is mandatory. Please see IFB PUR-019-23 Part V, Page 33.

**Bid Form Instructions for completion of Attachment E – Bid Form**

Bidders must provide pricing as requested in the electronic version of the Excel spreadsheet, by case and individual units (case, bag, pounds, each, etc.) as listed. Total estimated usage is based on both items (i.e. case and bag or pounds and each). **Pricing must be submitted on the bid form provided with this bid.** Bids received in an altered format will be considered as non-responsive and ineligible for award.

**Q2. Do you want all the items delivered to one location and can we register as a vendor pending when we get a contract with you?**

A. The items will be ordered by various schools throughout the county and should be delivered to the schools that ordered the product.

Yes, vendor registration can be done at a later date; however, the successful bidder must be an active Offeror in Oracle prior to a contract being awarded.

**Q3. Is the estimated usage on the snack items list the total usage expected for the school year?**

A. Yes

### END OF ADDENDUM NO. 2