



Office of Purchasing/Contract Management
3410 Taft Boulevard Wichita Falls, Texas 76308-2099

November 7, 2019

ADDENDUM TWO (2)

RE: RFP 735-20-4324 Bulk Copy Paper

TO WHOM IT MAY CONCERN,

The following questions had been received prior to the last day for questions deadline and received the following responses:

1. Is location for delivery of item(s) in an area zoned as business/commercial; doesn't have parking restrictions; or limited hours of operations? **Delivery will be to main campus (Daniel Building – Central Receiving). There aren't any limited hours of operations, there is parking restrictions during business hours due to limited parking (student, faculty staff).**
2. Can the items be delivered between 8 am - 5 pm, Monday thru Friday? **Yes. However we prefer scheduled delivery to ensure we have the personnel available to unload the truck.**
3. Is delivery facility open and available to complete deliver in 2 to 4 hours? **Yes.**
4. Does the the delivery location have a standard loading dock of 48 inches high, able to accommodate a trailer up to 53 feet in length with swinging doors? **No loading dock.**
5. Does delivery location have equipment to unload pallets that weigh approximate 2,000 pounds? **Forklift and pallet jacks are available.**
6. Making sure you have NO FEE added on this bid No bid Depost or fees charged **No bid deposit required**
7. Is this one time purchase of truck load paper? **Please see section 2.1 of the RFP.**
8. Is this a dock to dock delivery or fork lifted by your warehouse personnel? **Truck will be unloaded by forklift by warehouse personnel.**
9. Does the customer want a dock-to-dock delivery? **Truck will be unloaded by forklift by warehouse personnel.**
10. Does MSU requires Driver Assist? **Please see Addendum 1.**
11. Is a lift gate required for delivery? **No. Lift gate required.**

The deadline for questions has now passed. No additional questions will be accepted at this time.

Please be sure to acknowledge this addendum on Appendix D (Addenda Checklist).

Regards,

Joseph J. Mrugalski Jr.
Purchasing/Contract Management