



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

January 14, 2021

ADDENDUM ONE (1)

RE: RFP 735-21-4346 Bulk Copy Paper

TO WHOM IT MAY CONCERN,

The following questions had been submitted and received the following responses.

- Can you quote a foreign sheet . Do you prefer Domestic **We prefer domestic**
- Do you anticipate extending the bid due date? **NO**
- What additional details are you willing to provide, if any, beyond what is stated in bid documents concerning how you will identify the winning bid? **At the moment, there are no additional details.**
- Was this bid posted to the nationwide free bid notification website at www.mygovwatch.com/free? **NO**
- Other than your own website, where was this bid posted? **Electronic State Business Daily (ESBD)**
- When will MSU like to take delivery on the Truck Load **We don't have an exact date scheduled as we will need time to evaluate responses. Once awarded, we will get with the awarded vendor to make delivery arrangements.**
- I wanted to know if the university requires vendors to register directly with the university, or do you all just use the state's approved vendor list? I want to make sure I don't submit a bid without registering, if required. **No. Vendors are not required to register directly with the university, nor do we just use an approved vendor list.**
- Also, are y'all looking for 10 reams/carton or 5 reams/carton? **Please see Section 6.2 under 'Description' of the RFP.**
- One more question, can y'all take delivery without the need for a lift gate? **Please see Section 6.2 under 'Additional Information' of the RFP.**
- Will brands other than the ones listed in 6.2 Specifications be accepted? **No. Please see Section 6.2 for specifications. Private label is acceptable as long as it can be determined the proposal matches the **brands listed** and specifications noted in Section 6.2. Documenting private label with the specified brands is the responsibility of the respondent and must be submitted with the proposal. If MSU Texas cannot determine the private label matches to the brands listed or the specification noted in Section 6.2, the proposal will not be evaluated.**
- My question is do you accept any paper with these brands on them or are there specific ones you are looking for? **No. The paper must meet the **brands and specifications** listed in Section 6.2 of the RFP.**
- Will any of these work as long as they are Hammermill or Domtar branded? **No. The paper must meet the **brands and specifications** listed in Section 6.2 of the RFP.**
- The bid tabulation for the 735-20-4324 bid does not list the brand paper bid by the 3 bidders submitting xerographic paper. Can you please verify what brands they submitted on that

bid? The brands listed on the your bid tabulation (**obtained via an open records request**) are what was submitted.

- Can you please provide the Bid Recap from the bid #735-20-4324 dated 28 Oct 2019. **This information can be obtained via the Open Records Request through our University Legal Department.**
- Also, do you order any other types of paper?? **No.**
- Can a vendor submit more than one response, if submitting two different brand? **Yes, as long as they meet the bid requirements and specifications noted in Section 6.2 of the RFP.**

Please remember to acknowledge this addendum on the Addenda Checklist.

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

Regards,

Joseph J. Mrugalski Jr.
Purchasing/Contract Management