

Addendum #2 IFB 22-19



CITY OF SOMERVILLE, MASSACHUSETTS
Department of Purchasing
JOSEPH A. CURTATONE
MAYOR

To: Bidders of Printing and Mailing of Water Bills
From: Andrea Caruth, Deputy Chief Procurement Officer
Date: December 8, 2021
Re: Extension of deadline and Addendum 1 Correction

Addendum No. 2 to IFB 22-19

****PLEASE NOTE: The Bid Opening Date is extended to December 15th, 2021 1PM.** Attached is the updated zoom link which is different from the link in the bid package.**

Note: Addendum 1 stated the following statement which was incorrect: "this addendum changes specifications. Failure to acknowledge this addendum will result in bid disqualification." The specifications did not change in addendum 1. Therefore, bids submitted without an acknowledgement of Addendum 1 or 2 will not be disqualified solely for a failure to acknowledge the two addenda.

NAME OF COMPANY / INDIVIDUAL: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

TELEPHONE/FAX/EMAIL: _____

SIGNATURE OF AUTHORIZED INDIVIDUAL: _____

ACKNOWLEDGEMENT OF ADDENDA:

Addendum #1 _____ **#2** _____ **#3** _____ **#4** _____

IFB 22-19 Printing and Mailing of Water Bills

Additional Instruction for Bid Submission due to COVID19 Emergency

Livestream of Bid Opening:

Topic: IFB 22-19 BID OPENING Printing and Mailing of Water Bills

Time: Dec 15, 2021 01:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us04web.zoom.us/j/79487971906?pwd=WmJGNXJlZGhOcnVEV3ZkNkxpRVljZz09>

Meeting ID: 794 8797 1906

Passcode: Z9D74e

Methods of Bid Submission:

Bidders may submit bids in any of the following ways. All bids will be time-stamped and must be received no later than **1:00 p.m.**

1) Deposit your sealed bid package in the black drop box located by the School Street entrance to City Hall, located near the corner of School Street and 93 Highland Avenue.

2) Sealed bids can be sent to City Hall through the US Postal Service or other delivery service (e.g. FedEx, UPS).

3) BidExpress.com is an online bidding platform where bidders can submit all required documents. The fee to use this service is approximately \$35.00 unless your company has a subscription with BidExpress. You can access the bid package and forms via the City of Somerville BidExpress page at:

<https://www.bidexpress.com/businesses/33100/home> A user guide is attached for your reference.

4) For any technical assistance while submitting the online bid, please contact the BidExpress Customer support team at www.bidexpress.com.