



**CITY OF ST. LOUIS  
DEPARTMENT OF FINANCE  
OFFICE OF THE SUPPLY COMMISSIONER**

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**ADDENDUM NO. 1  
BID OPENING: MAY 13, 2014**

**TO:** ALL BIDDERS  
**FROM:** LYNN CRAWFORD, BUYER  
**DATE:** MAY 1, 2014  
**RE:** RFQ 65014Q0208, MISC. PROMOTIONAL ITEMS

This addendum is issued prior to bid opening to provide for modifications in plans and/or specifications. All bidders must attach this form to the original Bid/Quote Form. This completed, signed form will serve as acknowledgement that revised information has been received and the Bidder's bid is based on the revised specifications.

**1. QUESTIONS/ANSWERS:**

**Question 1:** Will the imprint on these items be a one color imprint?

**Answer:** Yes. It will be a one color imprint.

**Question 2:** Without seeing the art, is this bid to include a one color on location logo on each item or is it multi color logo?

**Answer:** See above.

**Question 3:** Is it fair to assume the decoration of these items will be in one color?

**Answer:** See above.

**Question 4:** Is the pencil Round or Hexagon?

**Answer:** The pencil is Round.

**Question 5:** Is a white water bottle acceptable or are you looking for a specific color?

**Answer:** A white water bottle is not acceptable. The water bottle shall be the color of blue.

**Question 6:** Is there a BIC brand expected or just a generic #2 pencil?

**Answer:** The decision to bid a brand or generic brand is up to the bidder. However, we will evaluate generic brands to determine if they are an acceptable equal.

**Addendum No. 1**  
**RFQ 65014Q0208**  
**May 2, 2014**  
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**ADDENDUM RECEIVED AND ACKNOWLEDGED**

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Name of Firm

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Representative

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Signature

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Date