



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

**FREDDIE L. DUNLAP**  
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**ADDENDUM NO. 2  
BID OPENING: OCTOBER 10, 2013**

**TO:** ALL BIDDERS  
**FROM:** LYNN CRAWFORD, BUYER  
**DATE:** OCTOBER 3, 2013  
**RE:** RFQ WIPING CLOTHS

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:**

- 1) Second item (City Item No. 16-1000-001) does not specify if colored wipes are acceptable and that is what we are going with at this point. Also, the last item (City Item No. 16-1000-007) has an odd size. This manufacturer sells a larger wipe and we'd like to know if that is acceptable?  
**Answer:** Second item (City Item No. 16-1000-001) colored wipes **are not** acceptable. White and/or Off-White colors are acceptable. The last item (City Item No. 16-1000-007) is to be **deleted in its entirety**.
- 2) On diaper quality rags, they are hard to come by. Also, this is an odd size. Are dimensions close to the 13" x 15" acceptable? Are larger wipes acceptable?  
**Answer:** City Item No. 16-1000-007 is to be deleted in its entirety. The two-ply hemmed cotton has taken its place.
- 3) Can you give an estimate on how many boxes are ordered at a time?  
**Answer:** Approximately twenty-five (25) boxes at a time.
- 4) Can I get a sample of each cloth ASAP, the bid opens soon?  
**Answer:** Samples are available for review at the offices of the Supply Division, located at 1200 Market Street, Room 324 between 8:00 a.m. – 5:00 p.m.

- 5) We have several types of wiping cloths. Do you have a preference disposable, cloth, color, brand, etc.?  
**Answer:** White cloth is the requirement for wiping materials.

**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