



Forsyth County Procurement Department

June 3, 2021

ADDENDUM #3

Quote 21-87-1560

Providing all materials, equipment, and labor to provide Forsyth County with Fifty-Two (52) Laser Jet Printers for use in Forsyth County Tax Commissioner Office

This addendum forms a part of the Contract documents and modifies the Quote documents by additions, deletions, clarifications or corrections. Where a portion of the Quote Documents is modified or deleted by the Addendum, the unaltered portions of the Quote Documents shall remain in effect. Acknowledge receipt of this addendum by signing and returning with your quote. Failure to do so may subject the Bidder to disqualification.

This Addendum consists of five (5) items.

CLARIFICATIONS

Q.1 If items are delivered to the building, will Forsyth County staff bring items inside of building or vendor?

A. Vendor shall, at its own expense, pack, load, and deliver printers to Forsyth County Tax Commissioner's Offices' specified in the quote. Printers are to be delivered to the main level office area. No charges will be allowed for freight, transportation, insurance, shipping, storage, handling, packaging or similar charges.

Q.2 Do you plan to pay by credit card?

A. Forsyth County may utilize a P-card, at its discretion.

Q.3 Do you have an expected delivery date?

A. Forsyth County does not have an expected delivery date. Vendors are asked to provide an expected delivery date on page 6 of quote.

Q.4 How soon do you plan to place an order once awarded?

A. A purchase order will be issued upon review and tabulation of responses to quote.

Q.5 Do you need toner pricing for these printers?

A. Forsyth County does not need pricing on toner.



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A signed acknowledgment of this addendum (this page) should be attached to your response.

Supplier's Name

Signature

Printed Name and Title