INVITATION TO BID		BID DUE DATE AND TIME
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE	LSU	07/15/2021 11:00 AM CT

SOLICITATION RFQ-0000001425

SUPPLIER #

SUPPLIER NAME AND ADDRESS

RETURN BID TO

Louisiana State University and Agricultural and Mechanical College
Procurement
213 Thomas Boyd Hall
Baton Rouge, LA 70803

Buyer Nicole Covarrubias
Buyer Phone
Buyer Email ncovarrubias1@lsu.edu
Issue Date 06/17/2021

TITLE: LSU BRANDED STATIONARY - TERM CONTRACT

Addendum 02: Notice is given to all parties that this solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached change in specification.

To Be Completed By Supplier

1. _____"No Bid" (sign and return this page only).
2. _____My Company does not wish to receive future solicitations for this spend category.
3. Specify your Delivery: To be made within _____ days after receipt of order.
4. If applicable, Supplier's Addendum Acknowledgement/Response:
   As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and
   _____submit no alterations/clarifications to our original bid.
   _____submit superseding revisions/clarifications to our original bid as written herein or attached hereto.

General Instructions to Suppliers

1. Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.
2. Read the entire solicitation, including all terms, conditions and specifications.
3. All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.
4. Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.
5. Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.
6. By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.

SUPPLIER NAME	MAILING ADDRESS
AUTHORIZED SIGNATURE	CITY, STATE ZIP
PRINTED NAME	PHONE #
TITLE	FAX #
E-MAIL	FEDERAL TAX ID #

Addendum 02 – RFQ-00000001425
Specification Change

The #9 Regular mailing envelope, 6.5" x 9.5" Catalog envelop and 9.5" x 12.5" Catalog envelop stock is hereby changed to Cougar white wove. All other item stocks shall remain as specified.