


INVITATION TO BID		BID DUE DATE AND TIME
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		10/19/2023 11:00 AM CT
SOLICITATION RFQ-0000002053 SUPPLIER # SUPPLIER NAME AND ADDRESS <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>	RETURN BID TO <p style="text-align: center; font-size: 1.2em;">lsubids@lsu.edu</p> Buyer Alexandra Torres Huber Buyer Phone +1 (225) 578-9398 Buyer Email atorre6@lsu.edu Issue Date 09/28/2023	
TITLE: REBID: FOOD PACKAGING MACHINE		
Addendum 01: 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 for bid due date extension information, specification change, and supplier inquiries/responses.		
<p>To Be Completed By Supplier</p> <ol style="list-style-type: none"> 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. <p style="text-align: center;">General Instructions to Suppliers</p> <ol style="list-style-type: none"> 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 #	

Solicitation RFQ-0000002053

Addendum 01

Bid Extension

Bid due date and time is hereby extended from 10/12/2023 at 11:00 AM CT to 10/19/2023 at 11:00 AM CT.

Specification Change

The following section of the original solicitation shall be replaced with the revised requirement below:

10. Training: On-site, in-person 1-day operator training must be provided by the supplier. All costs associated with training (i.e., travel, local transportation, accommodation, meal, etc.) must be included in line item 2 in the bid response.

Additionally, telephone technical service support for troubleshooting or protocol clarification is required during normal business hours, Monday through Friday.

Supplier Inquiry and Responses

Q) We are trying to get a submittal to you regarding this equipment but have problems with some language within the bid. The first is the \$1million automobile coverage requirement. Our company supplies no company vehicles nor commercial trucks and as a result, this coverage isn't part of our umbrella coverage.

Secondly, we nor our manufacturers offer 24/7 technical service. Our normal hours of operation are 8am-5pm Monday thru Friday. If this language can be changed to reflect same, I will be able to submit this request to my corporate office for approval. Please let me know if this is possible.

A) The insurance requirements remain unchanged.

See Specification Change section above for revised telephone technical service support requirement.