



May 13, 2024

ADDENDUM NO. 1

Your reference is directed to **SB #7651 NSU Golf & Utility Cart Lease** which is scheduled for bid openings at 2:00 p.m. Thursday, June 6, 2024, at Northwestern State University, Natchitoches, Louisiana.

The following addition is being made to the above referenced solicitation:

PURPOSE OF ADDENDUM:

1) RESPOND TO VENDOR INQUIRY

VENDOR INQUIRY: On this bid, you show a Concierge 6, but the spec states you want 3 forward facing seats with one rear facing. That would be a concierge 8.

Which vehicle do you want a bid on? The 6 passenger or the 8 passengers?

RESPONSE: For clarification, please refer to the bid form on page 8 of solicitation. For Item 4 on the bid form, the University requires a cart with a minimum of three (3) front facing seats and one (1) rear facing seat, whether that be a Concierge 6, a Concierge 8, or another brand and model that provides the requirement stated.

2) ADDITIONAL STATEMENT FOR SUPPORTING DOCUMENTATION:

The bidder **SHOULD** provide with their bid response, detailed literature for the brand and model of cart(s) their bid pricing is submitted for. These documents will assist the University in the bid evaluation process.

This addendum is hereby officially made a part of the referenced solicitation and should be attached to the bidder's proposal or otherwise acknowledged therein.

Failure to acknowledge addendum may result in the non-consideration of the bid submission.

If you have already submitted your proposal and this addendum causes you to revise your original bid, please indicate changes below and return to Business Affairs/Purchasing Section prior to bid opening in an envelope marked with the bid number, bid opening date, and time. If this addendum



NORTHWESTERN STATE

Business Affairs

does not cause you to revise your bid, please acknowledge receipt of the addendum by signing your name and company below and returning it in accordance with the provisions above.

Company Name

Authorized Signature

Date

Submitted by: Ashlee Grayson
Director of Purchasing