

# HAMPTON VA

## ADDENDUM NO. 1

DATE: September 28, 2022  
ITB: **ITB 23-18AW Printing Services**  
DATE ISSUED: September 13, 2022  
BID DUE: October 11, 2022 at 11:00 A.M. EST  
SUBJECT: **To Respond to Questions Received**

Ladies/Gentlemen:

**Addendum #1 is being issued to provide responses to questions received.**

**1. Question:** Can you provide minimum order quantity?

**Answer:** The original quantities listed represent common orders placed during an average season. However, due to the changing needs of our guests, we reserve the right to forego printing altogether of any particular project. Therefore, a minimum quantity cannot be provided.

**2. Question:** Please email the archived Bid Tabulation (including past unit prices for all bidders, names and addresses of bidders) along with the previous Award of Contract specifying who won this project whenever it was last bid upon.

**Answer:** See Attachment A & B.

Please note that all bids must be received and time stamped in the Issuing Office not later than the closing date and time shown on the ITB. Bids received by telephone, email, facsimile, or any other means of electronic transfer will not be accepted.

***Bidders must take due notice and be governed accordingly. This addendum must be acknowledged as indicated in the Invitation to Bid or your Bid may not be considered.***

***All other terms and conditions much remain the same.***

***For the City of Hampton***

***Arminda Wiley, Senior Buyer  
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