



McNEESE
STATE UNIVERSITY
A Member of the University of Louisiana System

PURCHASING DEPARTMENT
P. O. BOX 92415
LAKE CHARLES, LA 70609
PH: 337-475-5083
FAX: 337-475-5082

ADDENDUM 01

DATE: July 26, 2023

BID #D2400018 : PRINTING AND MAILING SERVICE

SCHEDULED TO OPEN ON **AUGUST 9, 2023 at 2 :00 PM.**

THE FOLLOWING CHANGES ARE TO BE MADE TO THE REFERENCED SOLICITATION:

- **CHANGE IN SPECIFICATIONS FOR ITEM 4: FLAT SIZE: 18” x 24”.**
FINISHED SIZE: Folded to 9”W x 6”H.
- **ALL OTHER SPECIFICATIONS, DUE DATE AND TIME REMAIN THE SAME.**

THIS ADDENDUM IS HEREBY OFFICIALLY MADE A PART OF THE REFERENCED SOLICITATION FOR BID.

ACKNOWLEDGEMENT: If you have already submitted your bid and this Addendum **does not** cause you to revise your bid, you must acknowledge receipt of this Addendum by identifying your business name and by signing where indicated. You may return this Acknowledgement with your bid or fax to (337)475-5082 or email to debet@mcneese.edu or mail to the address above. The State reserves the right to request a completed Acknowledgement at any time. Failure to execute an Acknowledgement shall not relieve the bidder from complying with the terms of its bid.

Addendum Acknowledged

VENDOR NAME: _____

Signature: _____ Print: _____

I APOLOGIZE FOR ANY INCONVENIENCE THIS MAY HAVE CAUSED.

DEBET HEBERT
PROCUREMENT ANALYST III
McNeese State University