


Request for Proposal		Marshall University Office of Purchasing One John Marshall Drive Huntington, WV 25755-4100 Direct all inquiries regarding this order to: (304) 696-2599	Proposal # MU20ATM Addendum #1
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Vendor	Phone:	For Information Contact: Angie White Negley 304-696-2599 Negley4@marshall.edu and purchasing@marshall.edu
FEIN/SSN:		

Sealed requests for proposals furnishing services described below will be received by the Institution. TO RECEIVE CONSIDERATION FOR AWARD, UNLESS OTHERWISE NOTED, THE PROPOSAL WILL BE SUBMITTED IN BONFIRE ON OR BEFORE THE DATE AND TIME SHOWN FOR THE PROPOSAL OPENING. The Institution reserves the right to accept or reject proposals separately or as a whole, to reject any or all proposals, to waive informalities or irregularities and to contract as the best interests of the Institution may require. PROPOSALS ARE SUBJECT TO THE GENERAL TERMS AND CONDITIONS AS SET FORTH HEREIN.

DATE 03/19/2020	MANDATORY PRE-BID MEETING March 31, 2020 @10am	DEPARTMENT REQUISITION NO.	Proposals Open: 3:00 PM April 15, 2020	BIDDER MUST ENTER DELIVERY DATE FOR EACH ITEM BID
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Item #	Quantity	Description	Unit Price	Extended Price
		<u>ADDENDUM 1</u> Project Name: MU20ATM Automated Teller Machines Contract The purpose of this addendum is to change the project scheduling as follows: Mandatory Pre-bid Meeting March 31, 2020 at 10 AM. Memorial Student Center, Don Morris Room Tele-conference link access: https://marshall.zoom.us/j/108759710 Deadline for Questions April 3, 2020 at 9:00 AM. Proposal Opening Date April 15, 2020 at 3:00 PM No Other Changes		

To the Purchasing Department,	Total
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In compliance with the above, the undersigned offers and agrees, if this offer is accepted within _____ calendar days (30 calendar days unless a different period is inserted by the purchaser) from the bid open date, specified above, to furnish any or all items upon which prices are offered, at the price set opposite each item, delivered at the designated point(s), within the time specified.

Bidder guarantees shipment from _____
_____ within _____ days
FOB _____ After receipt of order at address shown
Terms _____

Bidder's name Vendor _____
Signed By _____
Typed Name _____
Title _____
Street Address _____
City/State/Zip _____
Date _____ Phone _____
Fein _____

SOLICITATION NUMBER: MU20ATM
MU20ATM Automated Teller Machines Contract
Addendum Number: No. 1

The purpose of this addendum is to modify the solicitation identified as ("Solicitation") to reflect the change(s) identified and described below.

Applicable Addendum Category:

- Modify bid opening date and time
- Modify specifications of product or service being sought
- Attachment of vendor questions and responses
- Attachment of pre-bid sign-in sheet
- Correction of error
- Other

Description of Modification to Solicitation:

Addendum issued to publish and distribute the attached documentation to the vendor community.

1. The purpose of this addendum is to change the project scheduling as follows:

Mandatory Pre-Bid: March 31, 2020 at 10 AM.
In Memorial Student Center, Don Morris Room **OR** available online at:
<https://marshall.zoom.us/j/108759710>

Deadline for Questions: April 3, 2020 at 9 AM.

Proposal Opening Date: April 15, 2020 at 3 PM.

NO OTHER CHANGES.

Additional Documentation: Documentation related to this Addendum (if any) has been included herewith as Attachment A and is specifically incorporated herein by reference.

Terms and Conditions:

1. All provisions of the Solicitation and other addenda not modified herein shall remain in full force and effect.
2. Vendor should acknowledge receipt of all addenda issued for this Solicitation by completing an Addendum Acknowledgment, a copy of which can be found in the Request for Bid, Failure to acknowledge addenda may result in bid disqualification. The addendum acknowledgement should be submitted with the bid to expedite document processing.