

## **Addendum No. 1**

Date: **April 23, 2024**

Re: **Office Supplies – Percentage Mark-Up**

RFP No.: **424-82-4-30**

The following information becomes part and parcel of Fixed Price Bid (FPB) # 424-82-4-30 effective this date. Firms must acknowledge receipt of this addendum in their solicitation response.

The listed items add to, modify, or otherwise alter the specifications and become part of the solicitation documents. Where a portion of the original specifications are added to, modified, or also altered, the portion not so affected shall remain. Firms may have the right to protest this addendum.

### **Inquiries/ District Responses**

Before the solicitation inquiry deadline of **April 23, 2024**, the District received inquiries regarding this solicitation. The District's response to each question follows in **bold** font.

1. Is there currently a supplier? At what percentage?

**Not Applicable to the FPB**

2. Is there a budget for school supplies?

**Not Applicable to the FPB**

3. Is there an inventory sheet with the average usage per year of each requested item?

**No, Contract is "as needed basis"**

4. Is a business license needed or can we use our Articles of Organization?

**Articles of Organization is acceptable**

5. Proof of Insurance is just a copy of our current insurance or does it have to have Greenville County Schools added to it?

**Insurance must be in line with Greenville County Schools Terms and Conditions requirement**

6. Under the Multiple Percent Mark-Up/Discount are we able to have one category with free shipping and another category with shipping added?

**Both discounts may be provided in the Bid.**

**End of Section – Inquiries/District Responses**

All other terms and conditions remain unchanged and in force.

Thank you for your interest in the District.

*Valarie W. Southerlin*  
Valarie W. Southerlin  
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