

**SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT**

**Issued By: Richard A. Marsh**  
**BID NO.: 17-6073**

**Date Issued: February 22, 2017**

**FORMAL INVITATION FOR BIDS**  
**ANNUAL CONTRACT FOR GAS REFRIGERANTS**  
**ADDENDUM 1**

Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5<sup>th</sup> Floor, San Antonio, TX 78212 will be received until **3:00 p.m. March 3, 2017** and then publicly opened and read aloud for furnishing materials or services as described herein below,

The San Antonio Water System Purchasing Department is willing to assist any bidder(s) in the interpretation of bid provisions or explanation of how bid forms are to be completed. Assistance may be received by visiting the Purchasing Office in the SAWS Main Office, 2800 US Hwy 281 North, San Antonio, TX 78212, or by calling (210) 233-3819.

This invitation includes the following:

Invitation for Bids  
Terms and Conditions of Invitation for Bids

Specifications and General Requirements  
Price Schedule

The undersigned, by his/her signature, represents that he/she is authorized to bind the Bidder to fully comply with the Specifications and General Requirements for the amount(s) shown on the accompanying bid sheet(s). By signing below, Bidder has read the entire document and agreed to the terms therein.

Signer's Name: \_\_\_\_\_ Firm Name: \_\_\_\_\_  
(Please Print or Type)

Address: \_\_\_\_\_

Signature of Person Authorized to Sign Bid \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Telephone No.: \_\_\_\_\_

Fax No.: \_\_\_\_\_

Please complete the following:

Prompt Payment Discount: \_\_\_\_\_% \_\_\_\_\_ days. (If no discount is offered, Net 30 will apply.)

Please check the following blanks which apply to your company:

Ownership of firm (51% or more):

\_\_\_ Non-minority \_\_\_ Hispanic \_\_\_ African-American \_\_\_ Other Minority (specify) \_\_\_\_\_

\_\_\_ Female Owned \_\_\_ Handicapped Owned \_\_\_ Small Business (less than \$1 million annual receipts or 100 employees)

Indicate Status: \_\_\_ Partnership \_\_\_ Corporation \_\_\_ Sole Proprietorship \_\_\_ Other (specify) \_\_\_\_\_

Tax Identification Number: \_\_\_\_\_

**To report suspected ethics violations impacting the San Antonio Water System, please call 1-800-687-1918.**

**\*\*\*\*\* This Addendum 1 is issued to make the following changes to IFB 17-6073:**

1. Provide response to the following questions:

**QUESTION 1:** What is the estimated frequency of orders? IE: purchase orders issued once per month/once weekly/all in one lump order?

**RESPONSE 1:** **Approximately 1-2 times per year.**

**QUESTION 2:** What is the estimated quantity of product to be sent to each of the (4) locations noted on the bid?

**RESPONSE 2:** **Approximately 1000 lbs.**

**QUESTION 3:** There is a clause for contract extension at SAWS discretion for up to 3 years. Should we (the vendor) chose not to extend at the end of the noted term (January 31, 2018) is there a penalty?

**RESPONSE 3:** **No.**

**IT IS NECESSARY TO RETURN THIS ADDENDUM 1 AS PART OF YOUR BID SUBMISSION**

**All other terms and conditions of the original bid remain unchanged.**