

SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Angeline C. Peralez
BID NO.: 13-0020

Date Issued: April 25, 2013

FORMAL INVITATION FOR BIDS
ANNUAL CONTRACT FOR BILLING AND RETURN ENVELOPES
ADDENDUM 1

Sealed bids addressed to the Purchasing Director, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, P.O. Box 2449, San Antonio, TX 78298-2449 will be received until **3:00 p.m., May 2, 2013** and then publicly opened and read aloud for furnishing materials or services as described received 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: _____

***** This Addendum 1 is issued to answer the following questions on the related bid sent to you on April 16, 2013. All terms and conditions of the bid document remain unchanged

Question 1: In section IV. Specifications, it mentions the need for recycled content and points out that the paper content must be as stated on items 1 through 6. What is acceptable percentage of recycled content for this bid?

Answer: Use of paper of at least 30 percent (30%) post-consumer fiber content is recommended as per EPA.

It is **NOT** necessary to return this Addendum 1 together with your bid.