

SAN ANTONIO WATER SYSTEM PURCHASING DEPARTMENT

Issued By: Gina Cappa
BID NO.: 19-19005

Date Issued: January 17, 2019

FORMAL INVITATION FOR BIDS
ANNUAL CONTRACT FOR PRINT SHOP PAPER FOLDER AND SERVICES
Addendum 1

Sealed bids addressed to the Purchasing Department, San Antonio Water System, 2800 US Hwy 281 North, Administration Bldg., 5th Floor, San Antonio, TX 78212 will be received until **3:00 PM, January 25, 2019** 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 for Bid 19-19005 to do the following:

- 1. Provide questions and responses.**

IT IS NOT NECESSARY TO RETURN THIS ADDENDUM 1 AS PART OF YOUR BID SUBMISSION

QUESTIONS AND RESPONSES

- 1. Listed under Services - #3. Would you like a full service contract or services that would be provided on a per call basis?**

Response: Services/Maintenance will be on a per call basis. There could be one to two onsite visits per year.

- 2. Listed under Services - #4. 1-4 hours service response has to be guaranteed?**

Response: There shall be an initial call from the tech where they will give an estimated time when they will be on-site that shall be between 1-4 hours.

- 3. Listed under Warranty - #3. There is a 3 year warranty on the equipment - excluded is normal wear parts which is standard on most equipment. Can you please expand more on what you are looking for here?**

Response: Bidder shall provide detailed documentation outlining the warranty coverage included with the purchase.

- 4. Regarding Specifications #17 and #18 - Can you let us know which electrical requirements you prefer as pricing is different for Phase 1 and Phase 3 specifications.**

Response: Specification #17 (Electrical 220 Volt, 1 phase, 60 Hz, 34 Amperes) is preferred.
