



Addendum No. 1
Page 1 of 1

DATE: August 5, 2014

Joliet Junior College
1215 Houbolt Road
Joliet, IL 60431

TO: Prospective Bidders
SUBJECT: Addendum No. 1
BID NAME: Plain Copy Paper
JJC BID NO.: B14014

This Addendum forms a part of the Bidding and Contract Documents and modifies the original bidding document as posted on the JJC website. Acknowledge receipt of this addendum as instructed below. FAILURE TO DO SO MAY SUBJECT BIDDER TO DISQUALIFICATION.

Bidding Requirement Clarification:

1. Delivery dates and quantities for items #1 and #2 are as listed below:

4000 reams week of 10/06/14
4000 reams week of 02/09/15
4000 reams week of 04/06/15

2. Please submit bids using the revised bid form following this addendum.

Please acknowledge receipt of this addendum by fax at the number listed below or by emailing back a signed copy of this page to: purchasing@jjc.edu Include your name, title, and company name in your acknowledgement email. Failure to do so could result in disqualification of your bid.

Issued by:

Janice Reedus
Director of Business & Auxiliary Services
Joliet Junior College

Phone: 815.280.6643
Fax: 815.280.6631

I acknowledge receipt of Addendum 1

Signature

Company Name

End of Addendum #1

**JOLIET JUNIOR COLLEGE
REQUEST FOR BID
PLAIN COPY PAPER**

You are invited to submit a bid for **PLAIN COPY PAPER**. Delivery charges must be included in your pricing. Please include 5 sheets as a sample paper; additional samples may be requested. All bids should be from the vendor's highest quality paper. Inferior paper will not be accepted. The cost quoted per ream should remain firm. If the paper mill's price increases, the College must be given the option of purchasing the balance on the order at the old price. You sealed bid must be received by 10:00 am on August 14, 2014.

ITEM	DESCRIPTION	QNTY	Brand and Recycled Content	UNIT COST	TOTAL COST
1)	8 ½" x 11" Plain multi-use paper, White, grade 4 quality; Min. of 92 brightness, 20 lb.; All paper must be packaged 10 reams/carton. Delivery dates listed below: 4000 reams week of 10/06/14 4000 reams week of 02/09/15 4000 reams week of 04/06/15 (JJC STOCK #488)	12,000 Reams	_____	\$ _____	\$ _____
2)	OPTION FOR RECYCLED BRAND 8 ½"X11" plain multiuse paper, White; 20 lb.; all paper must be packaged 10 reams/carton. Delivery dates listed below: 4000 reams week of 10/06/14 4000 reams week of 02/09/15 4000 reams week of 04/06/15 (JJC STOCK #488)	12,000 Reams	_____	\$ _____	\$ _____

**JOLIET JUNIOR COLLEGE
REQUEST FOR BID
PLAIN COPY PAPER**

- 3) I will hold the pricing firm for the balance of the order if the paper mill's price increases. YES _____
NO _____
- 4) I will give the college the option of purchasing the balance of the order at the price quote if the paper mill's price increases. YES _____
NO _____

SAMPLE PAPER MUST BE INCLUDED WITH YOUR BID.

_____	_____
FIRM	SIGNATURE
_____	_____
ADDRESS	PRINTED NAME
_____	_____
CITY STATE ZIP	DATE
_____	_____
PHONE NUMBER	FAX NUMBER

E-MAIL ADDRESS	

BID INFORMATION CAN BE VIEWED AT WWW.JJC.EDU/INFO/PURCHASING