



## **2018 PAPER BID ADDENDUM No.1 - IFB 033/04-18/650**

### **Original item:**

MSBG Paper Bid Opening was scheduled from 1:00 p.m. to 2:00 p.m.

### **Revision:**

The Paper Bid opening will commence at 11:30 a.m. and end at noon.

### **Addendum Notes:**

1. For bids to be accepted by the town, vendors MUST register at the town of Andover's website, <http://www.andoverma.gov/bids>, and download the actual IFB from this site. Part of the IFB is the **Acknowledgement of Addenda**. Vendors must indicate they have reviewed all addenda (currently 3), and bring this signed acknowledgement to the bid opening. **Vendors must complete this step even if they have already obtained the bid documents.**
2. Vendors must also sign the **Certification of Good Faith & Non-Collusion \ Certificate of State Tax Compliance and bring this signed certification to the bid opening**. This form is also part of the IFB, and also available on the MSBG website. **Vendors must complete this step even if they have already obtained the bid documents.**
3. Bids are due at **The Town of Andover, Purchasing Office, 36 Bartlet Street, Andover, MA 01810**. DO NOT ARRIVE DIRECTLY AT THE BID OPENING LOCATION OR YOUR BID WILL BE REJECTED.
4. The actual bid opening location will be the Town of Andover, School Administration Building, 4 Whittier Court, Andover MA 01810, which is directly next door. Proceed to this location after your bids have been registered in the purchasing office.
5. Please direct any questions concerning these items to Theresa Penzola, Purchasing Agent at [theresa.peznola@andoverma.us](mailto:theresa.peznola@andoverma.us) or 978-623-8950.