

**ADDENDUM NO. 1
INVITATION TO BID- 05ITB42455YC
CALL TO WOMANDHOOD
Fulton County, Georgia**

May 9, 2005

Dear Vendors:

This addendum is in reference to the INVITATION TO BID, 05ITB42455YC

**CALL TO WOMANHOOD – PROGRAM AND EVENT PLANNING
SERVICES**

1. The event must take place in South Fulton County (District 7). Any venues outside of South Fulton County will not be considered.
2. The event must take place on any of the following dates:
 - October 14-15
 - October 21-22
 - October 28-29
 - November 4-5Any submitted dates other than the above will not be considered.
3. The line item for web design can be added to the budget breakdown under the line called “other”. Any additional cost not listed must be provided under the line item “other”.
4. Printing Specifications:
 - Hold the date cards, full color front, 4”x6” return address (black & white) printed on back. Quantity – 400
 - Conference “Bulletin”, full color throughout 11x17 – two sided folded to 8-1/2” x11” – Quantity – 400
 - Full Color posters, mounted on foamcore, laminated. Approximate size – 24” x 30” - Quantity – 16
 - Conference Schedule: full color throughout, two 11”x17” spreads, folded and saddle stitched together to make an 8 page document. Quantity – 350
 - One vinyl banner, full color, approximately 10’x4” – exterior.
 - T-shirts, with logo imprinted 4 color process – Quantity – approximately 350
 - Nylon or canvas “tote bags” with logo imprinted 4 color process – Quantity – approximately 350.
 - Evaluation forms, two sided (black&white) – Quantity -400

- Calendar, 11"x17" full color, no fold – Quantity – 300

Listed above are the basic printing needs for this project. However, it does vary from year to year.

5. Non profit organizations that supported Call for Womanhood in previous years will be provided upon the award of the contract.
6. The budget for this project is not available. However, the award will be made to the firm that provides the most responsive and responsible proposal considering experience, qualifications, comprehension of the work and cost.
7. If any forms did not get printed in your RFP document, please contact Malcolm Tyson at (404) 730-5811.
8. Proposal requirements and general conditions in Section 3 shall prevail over any conflicting terms and conditions.
9. All other questions presented were considered a "challenge to the proposer" and should be addressed in your response to this RFP.

Please be mindful that this project is being solicited as a **Request for Proposal**. A Request for Proposal is issued when you cannot define the minimum requirements for a product/service and are in need of a solution to a challenge. This challenge can take the form of a product or service. Vendors propose their solution to our challenge and state a cost for this as well. A recommendation for purchase is based upon meeting the Mandatory Requirements and other selection criteria. The lowest price does not guarantee that the vendor will be recommended award.

For additional information regarding this addendum contact Malcolm Tyson, Assistant Purchasing Agent at (404) 730-5811.

The undersigned proposer acknowledges receipt of this addendum by returning (1) copy with their bid. Failure to return a signed copy of this addendum with your bid could render your bid to be non-responsive.

Except as provided herein, all terms and conditions in the bid referenced above remain unchanged and in full force and effect.

Sincerely,

Malcolm Tyson
Assistant Purchasing Agent

ACKNOWLEDGEMENT OF ADDENDUM

COMPANY NAME: _____ Signature: _____

NAME: _____ TITLE: _____ DATE: _____