



The City of  
**WORCESTER**

Administration & Finance – Purchasing Division  
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January 10, 2023

To All Bidders:

Subject: **Bid No. 7951-W3, Document Index & Scanning Services / City Clerk**

**ADDENDUM NO. 3**

To Whom It May Concern:

With reference to our bid request relative to the above subject, please refer to the changes/modifications/clarifications to the original proposal request.

- **Please see below questions received and responses from City.**

Can a bidder respond to the bid and be accepted if they choose not to bid on Item A: Online Portal?

**Answer: Yes, we are not requiring bidders to provide unit pricing for the Portal (items A & B in addendum # 1). But bidders must bid all items (1 - 7) in order to be considered for award.**

Bidders are requested to acknowledge and/or include this addendum with submission. All other terms, conditions and specifications remain unchanged.

Very truly yours,

Christopher J. Gagliastro  
Purchasing Director