



The City of **WORCESTER**

Administration & Finance – Purchasing Division
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October 16, 2025

To All Bidders:

Subject: **Bid No. 8585-M6, Screenprint Talking Book Library Mailbags / WPL**

ADDENDUM NO. 1

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.

Questions Received by the City and their answers below:

- 1) Q: It seems the bid is reading like you are requesting 8k items, she thinks. Is this standard format as we are only looking for 2,000?

A: We are seeking 2,000 items. Lines 2, 3, & 4 are for each portion of screenprinting on the 2,000 desired mailbags. A vendor may need to price these differently as they are of varying length / number of words.

- 2) Q: There is not a place on the bid for the freight charge?

A: Per #15 of the bid conditions, all items are F.O.B. Destination, City of Worcester.

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

Very truly yours,

Stephen R. McDonald
Assistant Purchasing Director