

**Request for Bid Q00947
Furnish, Deliver & Install Laser Cutter and Engraver Machines
Addendum #1
December 4, 2018**

All changes to the Request for Bid (RFB) are valid only if they are issued by written addendum. Each respondent must acknowledge receipt of any addenda in their bid submission. Each respondent, by acknowledging receipt of any addenda, is responsible for the contents of the addenda and any changes to the bid therein. Failure to acknowledge receipt of any addenda may cause the bid to be rejected. If any language or figures contained in this addendum are in conflict with the original document this addendum shall prevail.

This addendum consists of the additional information:

1. Although Harper did not specify the type of laser required, we wanted to clarify that we are seeking two "CO2" lasers only.
2. The maximum footprint for the Library Make Shop Machine (2A) is 65.5"L by 37.4"W by 39.3"H.

This addendum consists of the following questions received:

1. I am putting a bid together for your laser engravers and I was wondering if you needed a stand to place them on, or if you already have a fixed location for the lasers?
Response: Both locations require a stand to place the laser cutter on for normal operation. The stand will be placed on the floor.
2. Bid Deposit - Will this be a requirement to submit the bid?
Response: The bid bond must be submitted with the bid to be considered responsive. This is a requirement of the bid.
3. Payment terms - Our accounting department typically works with net 30 terms, is there another standard set for your state?
Response: Harper's payment terms fall under the "Local Government Prompt Payment Act" 110 ILCS 805/3-27.3. Operationally the College typically pays in Net 30.
4. BEP Certification/Utilization Plan - Is this something that (we) would need to register for? On-site services are conducted by our employees.
Response: A BEP vendor is a certified minority owned business (MBE) or female owned business (FBE) that is registered with the CMS BEP Vendor Directory at www.sell2.illinois.gov/cms/business as indicated on Page 32, Section 3. If you are subcontracting to CMS certified MBE/FBE firms, identify them on the BEP Utilization Plan form. Please make good faith efforts to utilize MBE/FBE firms as defined in the bid documents.

Sincerely,

Aaron Thompson
Purchasing Specialist
Purchasing@harpercollege.edu.