

Office of the Vice President  
and Chief Financial Officer  
Procurement Services  
<https://procurement.ufl.edu/>

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June 21, 2022

**ADDENDUM NUMBER 1 ON INVITATION TO BID ITB23KO-100**

**TITLE:** Central Access System Card Readers (Product Only)

**Bid opening** will be held June 23, 2022 at 3:00PM in UF Procurement Services, 971 Elmore Drive, Gainesville, FL 32611.

This addendum shall be considered part of the Contract Documents for the above-mentioned project as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original Contract documents, this addendum shall govern and take precedence. Bidders are hereby notified that they shall acknowledge receipt of the addendum.

**This addendum consists of:**

- Responses to Supplier questions and requests for clarification received prior to June 17, 2022 at 5:00PM.
- Reminder: Bids are due no later than June 23, 2022 at 3:00PM. Submit bids as stated on pages 4-5 of the Bid Documents, Item 4. BID SUBMITTAL and Item 5. BID DELIVERY.



Karen Olitsky  
Procurement Agent III

**PLEASE ACKNOWLEDGE RECEIPT OF THIS ADDENDUM 1 AND RETURN WITH YOUR BID.  
FAILURE TO ACKNOWLEDGE THIS ADDENDUM COULD CONSTITUTE REJECTION OF YOUR BID.**

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VENDOR NAME

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VENDOR ADDRESS

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SIGNATURE

### Supplier Questions and Answers

Q1. In this environment vendors are only holding pricing for 30 days. With that in mind, when does UF intend on issuing the award and Purchase Order?

A1. UF intends to issue a Purchase Order on or around July 15<sup>th</sup>.

Q2. Lead times are showing anywhere between 8-12 months. Are these lead times acceptable to UF?

A2. Yes, these lead times are understood. UF will accept partial shipments, however, the entire order must be fulfilled within 12 months from the date of PO issuance.

Please include expected lead time on the Price Page. Lead times can be written under the lot you are bidding on.

Q3. Can orders be drop shipped direct to the university or must the vendor deliver?

A3. Yes, drop ship is acceptable. Exact shipping address will be on the Purchase Order.