

ADDENDUM TO INVITATION FOR BID (IFB)

Issued By: PURCHASING OFFICE BOARD OF EDUCATION OF PRINCE GEORGE'S COUNTY UPPER MARLBORO, MARYLAND 20772-9983	Addendum No. 1	Date of this Addendum March 24, 2023	Number of Pages 1
	IFB No. PUR-013-23	Date IFB Issued March 3, 2023	Date & Hour of Return of IFB March 31, 2023 @ 2:00 pm
	TITLE: PUR-013-23 Fresh Dairy Products		

The above RFP is amended as follows. **ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.**
The purpose of this addendum is to **Provide Modifications to the solicitation and Provide Responses to Questions.**

MODIFICATIONS

Section IV Scope of Work, Section 5.0 Payment and Invoices, Item No. 5.2 Statements:

Delete: Statements must be accompanied with a copy of the signed delivery ticket, and sent to:

FNS Accounting Office, Room 14½
6311 Randolph Road
Suitland, MD 20746

Insert: Statements shall be submitted via email to: FNS.CustomerService@pgcps.org
Statements shall be submitted no later than the 5th business day of the next month following delivery of goods/services that are included on the statement. If FNS accounting requests missing invoices, the missing invoices will be researched by said company and submitted via email within 2-4 business days.
Payment Terms: Net 30 days after the receipt of the statement (not daily invoices).

All invoices and statements shall be thoroughly reviewed for accuracy by the vendor prior to submission of the documents via email to FNS for payment.

Questions and Responses

- Are the bids to be submitted via eMaryland MarketPlace or are they to be hand delivered – the way I read the IFB it could be either way. (“board shall receive sealed bids”- page 5) Electronic submission is preferred on our part, following page 12 instructions listed in the IFB. Please clarify which path we should take.

Answer: Part III Bid Submission Requirements clearly states “Submission of the bid response is via electronic portal, eMarylandMarketPlaceAdvantage.”

2. The IFB indicates that statements must be accompanied by a copy of the signed delivery ticket and mailed. Please clarify.

Answer: See Addendum 1 for revised invoicing/statement instructions.

3. Can you please provide us a solid and reputable company to contact as a recommendation that has a fleet of reliable refrigerated trucks for us to comply with the IFB.

Answer: Please see below list of certified MBE vendors that provide refrigerated truck delivery service:

*Cornerstone Farm Express, Inc.
Attn: Angie Kim, Owner
3391 Sonia Trail, Ellicott City, MD 21043
Phone: 410.212.7081
email: CFX153@GMAIL.COM*

*Seeram Enterprise, LLC
Attn: Lystra Seeram, Owner
15115 Marlboro Pike, Upper Marlboro, MD 20772
Phone: 240.764.8872
Fax: 240.764.8867
email: LSeeram@Seeramententerprise.com
Website: <http://WWW.SEERAMENTERPRISE.COM>*

Bidders must complete, sign, and return Appendix G – Addenda Acknowledgement with their proposal response. Failure to do so MAY be cause for your offer to be ruled non-responsive and not considered for award.

Donna Parks

March 24, 2022

If your Bid has already been submitted and, because of this Addendum, you desire to modify your offer, you may do so by letter or email provided such notice makes reference to this Addendum and is received prior to the time specified for return of Bid.

Company Name of Bidder	Signature of Person Authorized to Sign
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Address	Type or Print Name and Title
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