

WESTERN CAROLINA UNIVERSITY IMPORTANT BID ADDENDUM

Date: 04.01.2025

**FAILURE TO RETURN THIS BID ADDENDUM IN ACCORDANCE WITH INSTRUCTIONS
MAY SUBJECT YOUR BID TO REJECTION ON THE AFFECTED ITEM(S).**

Bid Number: 73-IFB-00732
Addendum Number: 1
Agent: Chelsea Pressley

Commodity:
Opening Date/Time: 04/10/2025 @ 2:00 PM ET

INSTRUCTIONS:

1. The following concerns the above referenced bid:

Question: Please specify the item(s) being requested and include item number or brand so we can provide a response?

Answer: The item being requested is not brand specific.

Question: To ensure response includes all applicable shipping, delivery, and handling charges, please confirm the delivery address where the equipment will be installed. Please also confirm the billing address where invoices shall be sent.

Answer: Delivery Address is WCU Print Shop 274 WCU Norton Rd, Cullowhee, NC 28723
Billing Address is Western Carolina University 301 HF Robinson Building, Cullowhee, NC 28723

2. Check ONLY one of the following categories and return one properly executed copy of this addendum prior to bid opening time and date.

- ☐ Bid has already been mailed. Changes resulting from this addendum are as follows:
☐ Bid has already been mailed. **NO CHANGES** resulted from this addendum.
☐ Bid has **NOT** been mailed and **ANY CHANGES** resulting from this addendum are included in our bid.

Execute Addendum:

BIDDER:

ADDRESS (CITY & STATE): _____

AUTHORIZED SIGNATURE: _____ DATE: _____

NAME and TITLE: _____

BID NO. 73-IFB-00732
WESTERN CAROLINA UNIVERSITY
PURCHASING DEPARTMENT
301 H.F. ROBINSON BUILDING