

## PURCHASING DEPARTMENT

The bid listed below has had addenda issued. Documents are available over the Internet at <http://www.norwalkct.org> Adobe Acrobat reader is required to view this document. If you do not have this software you may download it free from Adobe. The document number to request will be the same as the project number indicated below.

Project #	Addendum #	# of pages	Original Issue Date
3662	1	3	July 1, 2016

<b>Date</b>	<b>July 11, 2016</b>		
<b>Project Number</b>	<b>3662</b>		
<b>Addenda Number</b>	<b>1</b>		
<b>Deadline</b>	<b>2:00 PM</b>	<b>July 29, 2016</b>	
<b>Project Title</b>	Digital Conversion of Microfilmed images of Norwalk Newspaper Publications		

This Addendum is a contract document modifying previously issued documents, which remain in full force except as specifically modified below.

Quotations appearing on the Proposal are to reflect the provisions of this Addendum. Failure to acknowledge receipt of this Addendum in the space provided on the response sheet may subject candidate to disqualification.

### **RESPONSE TO QUESTIONS:**

1. **Question:** Can we submit the proposals via email?

**Response:** Sealed proposals [One (1) Original + Six (6) copies] should be only sent and delivered to the City of Norwalk, Purchasing Department, Room 103, Norwalk, CT 06856-5125. Proposals will not be accepted via email or fax.

2. **Question:** Whether we need to come over there for meetings?

**Response:** You do not need to attend in person for the meetings

3. **Question:** Would you have any kind of estimate how many images are on each reel?

**Response:** Based on some sampling, we're using an estimate of 1,150 frames per reel. Experience will tell how close that is. Each frame is one page of the newspaper

4. **Question:** The bid specifies the number of rolls to be converted each year but does not indicate the number of frames and/or images contained on each roll. Also do the frames contain a single page or 2 pages each??

**Response:** Based on some sampling, we're using an estimate of 1,150 frames per reel. Experience will tell how close that is. Each frame is one page of the newspaper

5. **Question:** Whether companies from Outside USA can apply for this?  
(like from India or Canada)

**Response:** All countries will be eligible to participate in this RFP. Please review Section 3, General Information, 3.1E for conditions and contingencies for award of any contract.

6. **Question:** Can we perform the tasks (related to RFP) outside USA?  
(like from India or Canada)

**Response:** Please review, Section 3, General Information, 3.1 E. for conditions and contingencies for award of any contract.

The award of any contract is subject to the following conditions and contingencies:

- (1). The approval of such governmental agencies as may be required by law.
- (2). The appropriation of adequate funds by the proper agencies.
- (3). If the bidder is a corporation or other legal business entity, it must have a current license to do business in the State of Connecticut that is on file with the Connecticut Secretary of State's office, or it must be organized under the laws of the State of Connecticut and current in terms of its required filings.

Note: If you are an out-of state business and the performance of your contract with the City requires that tangible personal property will be used or consumed in this state, you must comply with Connecticut General Statutes 12-430-7 a copy of which can be found at <http://www.ct.gov/drs/cwp/view.asp?A=1514&Q=501308>

Questions concerning this statute should be addressed to the Commissioner of Revenue Services for the State of Connecticut, Department of Revenue Services, 92 Farmington Avenue, Hartford CT 06115.

Registration by out-of state corporations with the Connecticut Secretary of State, 30 Trinity Street, Hartford CT 06106, telephone 860-509-6002, is required by law as a condition for doing business in the State of Connecticut.

7. **Question:** Is the microfilm 16mm or 35mm?

**Response:** The microfilm is 35mm

8. **Question:** Are the rolls duplicates, or originals?

**Response:** The rolls are duplicates

**End of Addendum #1**