March 19, 2020

ADDENDUM NO. 2

SPECIFICATION NO. 1097939

FOR

REQUEST FOR PROPOSAL (RFP)
MULTI-FUNCTION DEVICES (MFDS), PRINTERS, AND RELATED SERVICES
FOR THE CITY OF CHICAGO

This document contains:
  I. Postponement of Proposal Due Date
  II. Addendum No. 2 Receipt Acknowledgement

For which Proposals are scheduled to be received no later than 4:00 p.m., Central Time, March 19, 2020, in the Department of Procurement Services, Bid & Bond, Room 103, City Hall.

Required for use by:

CITY OF CHICAGO
Department of Assets, Information, and Services

This Addendum is distributed by:

CITY OF CHICAGO
Department of Procurement Services

Respondent must acknowledge receipt of this Addendum No. 2 in the cover letter submitted with your proposal and complete and return the attached Acknowledgment by email to:
Jana.Williams@cityofchicago.org
Attn: Jana Williams, Senior Procurement Specialist
Phone: 312-744-4902

The information contained in this Addendum No. 2 is incorporated by reference into the original RFP issued on February 6, 2020.

LORI E. LIGHTFOOT
MAYOR

SHANNON E. ANDREWS
CHIEF PROCUREMENT OFFICER
March 19, 2020

ADDENDUM NO. 2

REQUEST FOR PROPOSAL (RFP)
MULTI-FUNCTION DEVICES (MFDS), PRINTERS, AND RELATED SERVICES
FOR THE CITY OF CHICAGO

SPECIFICATION NO. 1097939

FOR WHICH PROPOSALS ARE SCHEDULED TO BE RECEIVED NO LATER THAN 4:00 P.M., CENTRAL TIME MARCH 19, 2020, DUE IN THE DEPARTMENT OF PROCUREMENT SERVICES, BID & BOND ROOM, ROOM 103, CITY HALL, 121 N. LASALLE STREET, CHICAGO, ILLINOIS 60602.

Respondent must acknowledge receipt of this addendum in the cover letter submitted with your proposal.

SECTION I: NOTICE OF POSTPONEMENT OF PROPOSAL DUE DATE

CURRENT PROPOSAL DUE DATE: March 19, 2020, 4:00 PM, Central Time

REVISED PROPOSAL DUE DATE: April 1, 2020, 4:00 PM, Central Time

CITY OF CHICAGO – DEPARTMENT OF PROCUREMENT SERVICES
SHANNON E. ANDREWS, CHIEF PROCUREMENT OFFICER
March 19, 2020

ADDENDUM NO. 2

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FOR THE CITY OF CHICAGO

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Required by:

CITY OF CHICAGO
Department of Assets, Information, and Services

Consisting of Sections I and II including this Acknowledgment.

II. ADDENDUM NO. 1 RECEIPT ACKNOWLEDGMENT

I hereby acknowledge receipt of Addendum No. 2 to the RFP named above and further state that I am authorized to execute this Acknowledgment on behalf of the company listed below.

_______________________________
Signature of Authorized Individual

_______________________________
Title

_______________________________
Name of Authorized Individual (Type or Print)

_______________________________
Company Name

Business Telephone Number

Complete and Return this Acknowledgment by email to:
Jana.Williams@cityofchicago.org
Attention: Jana Williams, Senior Procurement Specialist