

NOTICE OF ADDENDUM TO SOLICITATION

Solicitation Number:

Opening Date:

Solicitation responses should be submitted incorporating the information detailed below:

The deadline for responses has been extended to December 18, 2013. This will allow additional vendors to respond to this bid.

Buyer: Monica Sang, Head Procurement Agent
Approved: [Signature], Associate Director

The acknowledgement below should be signed and returned with your response.

ACKNOWLEDGEMENT

Receipt of Notice of Addendum for solicitation:

Bidder: _____

Signed: _____

Title: _____

Date: _____

**Request for Quotation/
Invitation To Bid
Issued by State of Indiana**

RFQ/ITB 0000002576	Date 10/01/2013	Delivery Date 10/15/2013	Page 1 of 2
Fund/Object/Center:			
Dept Number:			
Project Number:			
Requisition No:		From Req ID - 0000002576	
Buyer:		Lang,Monica-730	
Reporting Code:			
Federal ID:			
Agency Number:		00730	
Facility:			

Vendor Remit to: PUBLIC NOTICE TO BIDDERS
STATE OF INDIANA
DEPARTMENT OF ADMINISTRATION IN

Name&Address of Vendor: 999999999
PUBLIC NOTICE TO BIDDERS
STATE OF INDIANA
DEPARTMENT OF ADMINISTRATION IN

Please Follow Instructions Included in Solicitaion Package
Must be returned by(time and date) **12/18/2013 16:00:00**
Request Information from Buyer listed in Box in Upper Right Corner

Ship To: Indiana State Library
140 N SENATE AVE
INDIANAPOLIS IN 46204

****NOTICE:** All prices are assumed valid for ninety (90) days from quotation/bid unless otherwise stated.

Line	Quantity	UOM	Item No/Description	(FOB Destination)	Unit Price	Extended Amt	
			DIRECT DEPOSIT OBLIGATIONS				
			As required by IC 4-13-2-14.8:				

Notwithstanding any other law, rule, or custom, a person or company who has a contract with the State or submits invoices to the state for payment shall authorize in writing the direct deposit by electronic funds transfer of all payments by the state to the person or company. The written authorization must designate a financial institution and an account number to which all payments are to be credited. For forms and additional information see the Auditor of State's website at www.in.gov/auditor/2274.html

For commodity purchases Shipping/Freight charges must be included in the per unit pricing.

1	1.0000	SVR	Voice & Data Service - FY 2015 Service is required to notify patrons of Evergreen Indiana, via telephone, that holds are available. It also allows for any future notifications that may need to be sent by telephone. It is an expected delivery service of Evergreen Indiana.
			Quantity and Capacity: Local telephone Service on 2+ PRIs and Long distance telephone Service on 2 PRIs. PRI permits origination and termination of phone calls between the library system and the public switched telephone network.
			Description: Calls are only made between the hours of 9 a.m. through 8 p.m. They are audio combining a pre-recorded generic message with an auto-generated voice message from the Apple server. Call lengths vary depending on name of library but estimate is 30-45 seconds per call. The message delivered repeats itself 3 times as to affect maximum delivery to voicemail and answering systems.
			Examples to indicate call volume:
			First Sample Week – 1/1/2013 to 1/7/2013 -10,440 calls made -# of calls per hour is (10,440/7)/11=135
			Second Sample Week – 8/1/2013 to 8/7/2013 -13,898 calls made -# of calls per hour=180
			Freight Terms: FOB DEST Ship Via:VENDOR

2	1.0000	SVR	Voice & Data Service - FY 2016 Service is required to notify patrons of Evergreen Indiana, via telephone, that holds are available. It also allows for any future notifications that may need to be sent by telephone. It is an expected delivery service of Evergreen Indiana.
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Request for Quotation/ Invitation To Bid Issued by State of Indiana

RFQ/ITB 000002576	Date 10/01/2013	Delivery Date 10/15/2013	Page 2 of 2
Fund/Object/Center: Dept Number: Project Number: Requisition No: From Req ID - 000002576 Buyer: Lang,Monica-730 Reporting Code:			
Federal ID: Agency Number: 00730 Facility:			

Vendor Remit to: PUBLIC NOTICE TO BIDDERS
STATE OF INDIANA
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Name&Address of Vendor: 999999999
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Freight Terms: FOB DEST Ship Via:VENDOR

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3	1.0000	SVR	Voice & Data Service - FY 2017
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The following UN/CEFACT Unit of Measure Common Codes are used in this document:
SVR Service

<p>To be valid, all Quotations/Bids must be Signed manually.</p> <p>The State of Indiana reserves the right to accept or reject whole or any part of, the foregoing Quotation/Bid.</p>	<p>Representative Signature certifies no quotation/bid on this request has been submitted by officers, representatives or an affiliate of this firm under another name.</p>		<p>When can you ship?</p>
	<p>Please correct above Address</p>	<p>Typed Name of Representative</p>	<p>Telephone Number ()</p>
		<p>Title of Representative</p>	<p>Date of Quotation</p>