



County of Jefferson

State of Missouri

Administration Center
729 Maple Street • PO Box 100
Hillsboro, Missouri 63050

Ken Waller

County Executive

DEPARTMENT OF ADMINISTRATIVE SERVICES

David Courtway - Director

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Human Resources Manager
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Vickie Pratt
General Services/Contracts & Grants Manager
(636)797-5380 / Fax (636)797-5067

ADDENDUM 1

October 4, 2012

Re: Bid – Paper Supplies 2013

An Addendum has been made to the Paper Supplies 2013
Enclosed please find the additional page 10A for your reference.
Please follow submittal requirements on page 10A of the Paper Supplies 2013.

If you would like to review the original Invitation for Bid Packet, please visit our website
www.jeffcomo.org, located under the services link.

We will keep you on our current vendor list and hope to hear from your company for future bid opportunities.

The County of Jefferson, Missouri would like to thank you for your time and interest through our bid process.

Vickie S. Pratt
Office of Contracts and Grants
(636) 797-5382

PAPER SUPPLIES SPECIFICATIONS

1. Items listed under Proposed Manufacture with a (*). These items CAN NOT be substituted.
2. UOM (Unit of Measure) the following units of measure can only be used.
 - a. Ctn. (carton) must indicate number per carton.
 - b. M. (1000).
 - c. Bx. (box) must indicate number per box.
 - e. Btl. (bottle) must indicate number of oz. Per bottle.
3. Deliveries are to be NEXT DAY service after order is placed. (Delivery times and Order time to be set with awarded vendors).
4. Prices are ALL INCLUSIVE: (Shipping, Handling, Delivery, and Assembly to locations specified by the County. Refer to section "2.4"). All prices are firm, this includes all CPI (Consumer Price Index) cost fluctuations.
5. If the proposed unit of measure varies from the amount listed, mark through the listed amount and fill in the appropriate unit of measure to reflect the cost per unit of measure.
6. If the suggested manufacturer or the manufacturer item number is different, mark through the listed information to reflect the correct information.