


ADDENDUM No. 1

Addendum has been issued to satisfy the requirements for change or clarification to the Meal Delivery Services Invitation for Bid, IFB No. MDS-2015.


1. **BID PACKET: PAGE 31 – MANDATORY PRE-BID CONFERENCE DATE AND TIME**

The Mandatory Pre-Bid Conference Date and Time as stated in page 31 of the Meal Delivery Services bid packet has been updated from March 10, 2015, at 10:00 a.m. to **March 10, 2015, at 2:00 P.M.**

Bidder must initial the Addendum and return with IFB No. MDS-2015: _____



Evan Magante
Purchaser

 (FOR ROD)

Rod Sarmiento
Director of Purchasing

Enclosure:

Meal Delivery Services IFB No. MDS-2015 Bid Packet, Page 31, Revised

67. **BID PROPOSAL DUE DATE**

All bid proposals are due on **March 17, 2015 no later than 2:00 PM**. Two full copies of the bid proposal, in binders and with original signatures on each copy, must be received by the Purchasing Department, at the address above, prior to the due date and time specified. Bid proposal prices as provided on each bidder's Bid Sheet will be opened, read aloud, and recorded by the Purchasing Department.

68. **BID SIGNATURES**

All bid proposals must show the bidder name and must be signed by a responsible officer or employee who is fully authorized to bind the organization to the terms and conditions of this bid/Contract. Obligations assumed by such signature shall be fulfilled upon acceptance of the bid proposal by the District, if an award is made.

69. **MANDATORY PRE-BID CONFERENCE; BID CONTENT QUESTIONS**

A. A **mandatory pre-bid conference** will be held as follows:

Location: San Francisco Unified School District
Purchasing Department
135 Van Ness Avenue, Room 113
San Francisco, CA 94102

Date and Time: **March 10, 2015 at 2:00 p.m.**

- B. NOTE: Attendance is **mandatory** for all prospective bidders on this IFB/contract.
- C. The purpose of the mandatory pre-bid conference is to provide an overview of bid submission requirements and answer questions about the invitation for bids.
- D. Prospective bidders must submit all inquiries, questions and requests for clarification regarding the IFB with "**SUBJECT – INVITATION FOR BID # MDS-2015**" displayed prominently on the submission.
- E. All bidder inquiries, questions and requests for clarification regarding this IFB must include reference to the number of the relevant section, page, attachment, etc. that the bidder is inquiring about.
- F. All inquiries, questions and requests for clarification regarding this IFB must be directed by mail, facsimile or e-mail to:

Evan Magante
Purchaser
Purchasing Department
San Francisco Unified School District
135 Van Ness, Room 123
San Francisco, CA 94102
Facsimile: 415-241-6487
E-mail address: MaganteE@sfusd.edu

- G. All inquiries, questions and requests for clarification regarding this IFB must be received by **no later than 5:00 p.m. on March 3, 2015.**
- H. The District's responses to all timely-submitted inquiries, questions and requests for clarification will be provided at the mandatory pre-bid conference in the form of a question-and-answer document, which will also be posted on the District's website, pursuant to Section 71 ("Updates; Information; Addenda"). A subsequent question-and-answer document, or an addendum or other document or update, may be issued after the mandatory pre-bid conference, in accordance with Section 71 ("Updates; Information; Addenda"), based on the discussion and questions asked at the mandatory pre-bid conference, if additional clarification or information deemed is necessary by the District.