



May 1, 2018

ADDENDUM No. 1

**Invitation to Tender CS-18-0
VALEMOUNT FIRE HALL GARAGE**

*The addendum is being issued prior to the closing of the Invitation to Tender (ITT) to provide further information, make changes to, or to clarify the ITT Documents and is to be read, interpreted and coordinated with all other parts of the ITT Documents. In the case of a conflict with the balance of the documents, this Addendum shall govern. **Proponents shall attach a signed copy of this addendum to their tender submission, failure to do so may result in a non-compliant bid.** This addendum shall form part of the Contract Documents.*

QUESTION:

Can the Schedule of Prices to CS-18-03 be amended by fax or by email?

ANSWER:

Should a tenderer wish to change their Total Contract Price on the Schedule of Prices after they have submitted their tender package they must follow the instructions below:

1. An AMENDMENT TO SCHEDULE OF PRICES **will NOT be accepted by fax.**
2. An AMENDMENT TO SCHEDULE OF PRICES (Amendment) may be made by completing page 3 of this addendum and submitting by courier or by email to financialservices@rdffg.bc.ca.
3. The Amendment must be received by the General Manager of Financial Services, Regional District of Fraser-Fort George up to 2:00 p.m. on Wednesday, May 9, 2018.
4. If sending by **courier** the amendment must be addressed following the instructions contained in sections 1.0 and 1.4 of CS-18-03.

The following information must be written on the outside of the sealed envelope containing the Amendment (attached to this addendum as page 3) as well as, on the outside of the courier envelope:

Attention: General Manager of Financial Services
Regional District of Fraser-Fort George
3rd Floor, 155 George Street
Prince George, BC V2L 1P8

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VALEMOUNT FIRE HALL GARAGE

Responding Tenderer's name and address.



5. If sending by **email**, please send to **financialservices@rdffg.bc.ca** , the cover page to the email must contain:

Attention: General Manager of Financial Services
Regional District of Fraser-Fort George
3rd Floor, 155 George Street
Prince George, BC V2L 1P8

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Responding Tenderer's name and address.

Email submission of page 3 AMENDMENT TO SCHEDULE OF PRICES must be in Public Document Format (PDF).

It is the responsibility of the tenderer to ascertain that the Amendment has been received by the General Manager of Financial Services, Regional District of Fraser-Fort George (250-960-4436). The Regional District accepts no responsibility that the Amendment if sent by **email**, has been received by the closing date and time.

I/We hereby verify that we have considered this addendum in our tender submission.

Tender Signature

Date

All inquiries relating to this ITT must be directed to:

Melanie Perrin, Manager of Public Safety Operations
Email: mperrin@rdffg.bc.ca



AMENDMENT TO THE SCHEDULE OF PRICES

Please ensure that it is **CLEARLY** indicated whether the amount is being **added or deducted** from the previously submitted Total Contract Price.

DO **NOT** SUBMIT A NEW TOTAL CONTRACT PRICE.

Amount to be **ADDED** to Total Contract Price previously submitted (including taxes) \$ _____

OR

Amount to be **DEDUCTED** from Total Contract Price previously submitted (including taxes) \$ _____

Authorized Signatory Signature

Name of Tenderer

Name (Please print)

Address

Title

City, Province, Postal Code

Phone Number

Email

Date