



June 23, 2025

## Notice to Potential Bidders – Addendum to BID #25-029 Multipurpose Paper

### ADDENDUM #1

Community Consolidated School District 15 has an addendum regarding Bid #25-029 Multipurpose Paper. Indicated below are inquiries from various vendors regarding the bid and the District's responses. The addendum is posted for the benefit of all participating parties.

Some questions may be duplicates; therefore, only appropriate responses will be posted here. Any content referring to Vendors/Manufacturers has been removed to ensure confidentiality.

### Vendor Questions

1. **Will this bid be awarded by line item or in its entirety?**
  - A. This bid will be awarded in its entirety, not by line item.
2. **Will any receiving sites require inside delivery and/or pallet breakdown?**
  - A. Inside delivery is required and pallet breakdown should not be necessary. We have 2 locations with docks, and eight other locations will require delivery to be on a short straight truck.
3. **Is the district requiring delivery within 48 hours following receipt of a PO?**
  - A. Delivery should be no longer than 72 hours of PO receipt.
4. **Can vendors offer a price with a clause of a minimum delivery?**
  - A. Yes, typically there is a small order charge for 1-39 cases of white copy paper, with 40 cases being the regular minimum order.
5. **Where can the most recent bid tabulation be found?**
  - A. [www.ccsd15.net/bids](http://www.ccsd15.net/bids)

It is the vendor's responsibility to check the District's website, [www.ccsd15.net/bids](http://www.ccsd15.net/bids), to see if any additional

(continued)

addenda are issued regarding this Bid. Addenda may be issued up until 24 hours prior to the bid due date on Wednesday, July 16, 2025, at 11:30 a.m. CST.

**Please sign Addendum #1 and include it with your proposal.**

**Acknowledgement by:**

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**Company**

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**Signature**

**Printed Name**

**Title**