



County of El Paso Purchasing Department
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ADDENDUM 1

To: All Interested Proposers
From: Lucy Balderama, Inventory Bid Technician
Date: November 18, 2013
Subject: BID# 13-065, Pest Control Services for Multiple County of El Paso Locations

This addendum has been issued to notify the vendors of the following questions:

1. Where would I be able to get the list of the properties to be serviced for pest control?

Response: Locations are listed in the bid.

2. Exactly which pages of the bid package are required to be in Microsoft Word format?

Response: Please provide CD copies of all your original bid in PDF or Microsoft Word Format.

3. What version/file format of Microsoft Word would be the most compatible; .doc, or .docx?

Response: Please provide CD copies of your bid in PDF format, if Microsoft word .doc is acceptable.

4. May you please provide us with the past bidders pricing and who the bids were awarded to?

Response: This is the first time that the County bids out this commodity as a whole. The County does not have any previous tabulation.

5. What is the exact order of the paperwork and documentation for the proposal? Page 11 lists the Transmittal Letter, Proposal, Pricing, and then References in that order. However, there are other multiple pages requested throughout the bid packet that need to be signed and included. Where and in what order would you like these to be submitted within the packet. (Pages and documentation in reference to that need to be completed: 3, 5, 12, Ethics Training receipt, 29, 30, 32)

Response: Please keep all the bid in the same order

6. The bid requires one (1) original copy and three (3) CD copies in Word Format. What do you mean by CD copies in Word Format? Three (3) copies of the documents scanned into Microsoft Word and saved onto three (3) separate CD's?

Response: Response: Please provide CD copies of all your original bid in **PDF or Microsoft Word Format.**

7. Is there going to be a site survey of the locations that need to be treated before the bid date?

Response: No. Prices may be based on square feet.

8. If so, what day and time so that I can have a representative available to tour the location?

Response: N/A