



**County of El Paso Purchasing Department**  
**800 E. Overland Room 300**  
**El Paso, Texas 79901**  
**(915) 546-2048 / Fax: (915) 546-8180**  
[www.epcounty.com](http://www.epcounty.com)

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## **ADDENDUM 2**

To: All Interested Bidders

From: Lucy Balderama, Inventory Bid Technician

Date: June 5, 2015

Subject: Bid# 15-025, Ink and Toner Cartridges for the County of El Paso

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

1. Can you tell me if this bid will be awarded to one or several vendors?

**Response:** Contract will be awarded by lump sum or line item, whichever is in the best interest of the County.

2. Could you provide previous year's tabulation bid number and recap information?

**Response:** The County of El Paso has not bid this commodity formally in the past. Therefore, tabulations are not available.

3. What is the estimated yearly value/spent for these toners?

**Response:** The approximate yearly amount spent is \$88,436.28.

4. What is the estimated dollar volume for this contract?

**Response:** The approximate yearly amount spent is \$88,436.28.

5. Will this contract have an option to extend and review pricing after good performance?

**Response:** No, there is no option to extend.

6. Is the Code of Ethics Training needed for this bid if it has been recently taken for another bid?

**Response:** Please view page 21, #36 (PROCUREMENT ETHICS) of the bid packet.

#### **CODE OF ETHICS TRAINING AFFIDAVIT FORM**

##### **El Paso County Code of Ethics Training Requirement for Vendors:**

Any vendor involved in a single procurement exceeding \$50,000 must read and sign the El Paso County Code of Ethics Training Affidavit that is included in each bid packet. By reading and signing the Affidavit form, the bidder has confirmed that they have been trained in the El Paso County Code of Ethics. The training must be completed by an officer, principal, or other person with the authority to bind the company.

**Optional On-Line Training:** As an alternative to reading and completing the El Paso County Code of Ethics Training Affidavit, in compliance with Section 161 of the Texas Local Government Code, the training on the El Paso County Code of Ethics is accessible in an online format to Vendors and Lobbyists on an ongoing basis, subject only to limitations due to technical resources.

##### **The optional On-Line Training may be accessed and completed at:**

[http://www.epcounty.com/ethicscom/trainingvendor\\_files/frame.htm](http://www.epcounty.com/ethicscom/trainingvendor_files/frame.htm)

If completed on-line, the training receipt should be printed out and included with the BID/RFP/RFQ/RFI.

7. Currently, the bids document shows a list of brands of printers used by the county. If available, can the County provide a list of the specific cartridges (or a list of models of printers used)?

**Response:** The Bid Price Sheet contains this information.