



Loudoun County, Virginia

Department of Finance and Procurement
Division of Procurement
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March 29, 2023

NOTICE TO OFFERORS

ADDENDUM NO. 1

RFP No. RFQ 601790

The following changes and/or additions shall be made to the original Request for Proposal (RFP) No. RFQ 601790, Library Material Suppliers. Please acknowledge receipt of this addendum by signing and returning with your proposal response.

1. Attached are the responses to questions received by the County related to this RFP.
2. Section 10.0 ATTACHMENT A – PRICING PAGE that should have been on the last page of the RFP is attached and incorporated.

Prepared By: s/ Steven Wilson Date: 3/29/2023

Acknowledged By: _____ Date: _____

Questions and Answers

Q.1 It is noted on page 21 of section 7.0.F "...a list of at least three (3) current references." However, the actual reference form noted four. Is it acceptable to provide four references or is it mandated to only offer three?

A.1. The County is requiring at least three (3) current references. Therefore, it is acceptable to provide four (4) references if a firm prefers.

Q.2 If our digital service (ebooks) requires the review of a service agreement, may we present that agreement in draft form at the time of our proposal submission?

A.2. Yes, the County will accept proposals that include agreements in draft form.

10.0 ATTACHMENT A – PRICING PAGE

10.0 ATTACHMENT A – PRICING PAGE**A. Materials**

<i>Category</i>	<i>Discount %</i>
Adult trade hardcover books	%
Juvenile trade hardcover books	%
Reinforced library bindings	%
Adult trade paperback books	%
Adult mass market paperback books	%
Juvenile paperback books	%
University Press books	%
Small Press books	%
DVD/Blu-rays	%
Audiobooks (digital and on CD)	%
E-books	%