



ADDENDUM NO. 20206A  
Issued June 15, 2020  
TO  
REVISED REQUEST FOR QUOTE  
FOR  
PROCUREMENT OF OFFICE EQUIPMENT  
[DIGITAL MULTI-FUNCTION SYSTEM]  
(RFQ# 20206)  
(REVISED RFQ Issued JUNE 5, 2020)

## NOTICE TO PROPOSED VENDORS

**Proposal Responses are due on Friday, June 19, 2020 by 5:00 (EDT).**

1. Proposed Vendors are required to acknowledge Addendum 20206A. This addendum shall be included in the RFQ response and this addendum shall be part of the RFQ response documents. All conditions not affected by this addendum shall remain unchanged.

The “**ADDENDUM NO. 20206A RECEIPT ACKNOWLEDGEMENT FORM**” on the last page of this Addendum NO. 20206A must be signed and dated in the spaces provided and submitted with your Proposal Response. All proposed vendors must submit this form with its Proposal Response regardless of the content contained in Addendum No. 20206A.

### 2. **ANSWER TO SUBMITTED QUESTION**

Addendum No. 20206A consists of South Carolina Legal Services’ (SCLS) response to the written question that was received by SCLS as of June 10, 2020 - by 4:00 pm EDT.

1	<b>Question</b>	We have reviewed the conditions of the proposal and have a question regarding insurance. As you may be aware, in some instances your organizational insurance will cover office equipment such as copiers. For the purposes of this proposal, do you want the insurance to be provided by the lease company and included in the lease amount, or do you plan to acquire insurance from SC Legal Service’s provider?
	<b>Answer</b>	SCLS has Building and Property insurance that covers our buildings and equipment - Policy Number: ESB0008501-01.  SCLS also has Cyber Security Insurance: Policy No. 106763431. The purchased equipment will be added to our existing insurance policy.

**END OF ADDENDUM 20206A**

**ADDENDUM NO. 20206A  
RECEIPT ACKNOWLEDGEMENT FORM**

**REVISED REQUEST FOR QUOTE**

**FOR**

**PROCUREMENT OF OFFICE EQUIPMENT**

**[DIGITAL MULTIFUNCTION SYSTEM]**

**(RFQ # 20206)**

**(REVISED RFQ Issued JUNE 5, 2020)**

By signing this Acknowledgement and submitting same with the Proposal submission, the undersigned **PROPOSED VENDOR** acknowledges receipt of this Addendum No. 20206A.

**PROPOSED VENDOR** further acknowledges that he/she has read and reviewed the information contained herein, understands same, and that the question(s), if any presented, have been answered satisfactorily.

**PROPOSED VENDOR** agrees to incorporate/consider the information contained in this Addendum No. 20206A in preparing and providing its proposal price.

In addition, this Addendum No. 20206A Receipt Acknowledgement Form must be signed, dated and attached to the vendor proposal submittal.

Signature: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contractor Acknowledgement Date: \_\_\_\_\_

Print & Sign Company Principal Name & Title: \_\_\_\_\_

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