



Date: July 9, 2019

To: Prospective Bidders

RE: Addendum #1 - MF070219 - Yearbook Portraits RFP

The following questions and answers are clarifications to this bid and should be considered an integral part of the bid.

Q: I was looking to submit a proposal for the yearbook images. At first, I thought the proposal was for my own compensation. As I read the wording several times, it now seems that the proposal is for a payment by me to the university. Is that correct? It sounds like you are asking for a proposal of a payment by me to the university to secure the photography of the graduating seniors. Seniors are not to be charged for their photography, but my compensation would be derived from selling packages to students and their families? Am I understanding this correctly?

A: We anticipate that the vendor shall identify and provide any signing/equipment allowance, advertising allowance/advance, or commission for students photographed to be provided to the University annually and any method used to calculate same. The vendor will make the resulting portraits/packages available to the students for purchase.

The purpose of this RFP is to solicit proposals from Proposers interested in providing photography for senior portraits for the Nutmeg Yearbook. The scope of work involves advertising, scheduling, taking portraits and forwarding required pictures and information to the Nutmeg Yearbook Staff. The Proposer will be responsible for coordinating all their activities with and through the Nutmeg Yearbook Staff. This contract will be awarded to an individual firm that can provide all the required goods and services specified in the RFP document.

THE INQUIRY PERIOD FOR THIS RFP IS NOW CLOSED.

BID OPENING DATE: July 26, 2019 @ 2:00 PM local time

All other terms, conditions and specifications remain as per original bid.

Please acknowledge receipt of this addendum prior to the due date and time via email to michael.franklin@uconn.edu.