

**STATE OF CONNECTICUT**  
*DEPARTMENT OF ADMINISTRATIVE SERVICES*  
**PROCUREMENT DIVISION**  
450 Columbus Boulevard, Hartford, CT 06103

BID NO.:  
**19PSX0208**

Bid Due Date:  
26 September 2019

Date Addendum Issued:  
18 September 2019

**PLEASE NOTE:**

This document has been marked as "Returnable". Electronic submittal of this document indicates that your company has read and accepted any modifications to the bid that are contained in this Addendum.

**BID ADDENDUM #1**

DESCRIPTION:

**Printing: Check Writing and Mailing Service for DRS**

FOR:

**Department of Revenue Services**

**BIDDERS NOTE:**

This addendum answers the three (3) questions that were submitted by the question cutoff date.

1. *"With regard to the completion and delivery of Exhibit E - Requirements for Safeguarding Confidential Taxpayer Information – Since we recently submitted this information to State of CT as part of our annual process for this work, do we need to submit this again?"*  
**No.**
2. *"Can you confirm that there are no changes to the paper stocks being employed for this work (#10 window envelopes and 8 ½" x 11" check stock)?"*  
**There are no changes.**
3. *"On page 4 of the same document, Item #15 it reads, "Contractor shall not comingle Client Agency data with any other data." We do not minge data, however we do offer the ability to comingle completed, sealed mail with other outbound sealed mail for the purpose of providing better mail discounts when your daily volumes may be too low to achieve good rates.*  
**This acceptable.**  
*I assume this statement only applies to data files, and not to completed sealed mail pieces, but can you please confirm that for me?"*  
**Yes, applies to data files.**