

ADDENDUM #4

DATE: March 13, 2020
TO: All Prospective Bidders
FROM: Lisa Mieszkowicz, Senior Procurement Specialist
RE: **RFQ# LM120119 Janitorial Services for Storrs & Depot Campus**

All respondents are hereby advised of the following amendment to the Request for Proposal documents which are hereby made an integral part of the bid documents for the subject contract, prepared by the University of Connecticut Procurement Services Department.

Proposals submitted shall be deemed to include the following document information as shown in Addendum No. 4. Respondents shall be required to acknowledge receipt of this addendum in their proposal response. Failure to acknowledge receipt of this addendum by the respondent may result in the rejection of their proposal response.

BIDDER NOTE: This addendum must be completed, signed and submitted with your proposal response to be considered for award. If you have already submitted a proposal, please complete the addendum and submit same in a sealed envelope, clearly marked with the bid number, response date, and return address. This will be accepted as part of your proposal response, **PROVIDING IT IS RECEIVED BY THE PURCHASING DEPARTMENT BY THE TIME AND DATE SPECIFIED IN ITEM NUMBER ONE (1) OF THIS DOCUMENT.**

Refer to the following clarifications:

- 1. The RFQ Submission Location has been changed to the following:**

**Facilities Operations & Building Services
25 Ledoyt Road, Unit 3252
Room 205, Operations Center
Storrs, CT 06269**

RFQ Submission Due Date remains the same: Thursday, March 19, 2020; 2:00 PM

Name of Bidder

Date

Address

Signature and Title