



ADDENDUM #1

RFP No:	2024-08
RFP Title:	Printer Maintenance and Toner Cartridges
Questions Deadline:	June 19, 2024, at 5:00pm (CST)
RFP Due Date:	June 26, 2024, at 5:00pm (CST)

Addendum #1 is issued by the ChildCareGroup Procurement Office. Please see the following for changes, additions, deletions, and/or clarifications to the specifications:

CLARIFICATIONS

Q1. Is it necessary for vendors to be located in Texas to submit a bid, or can out-of-state vendors also participate?

A1. No; out of state vendors can participate if the work can still be done as described in the scope in the work of this solicitation.

Q2. Is it required to open a vendor account with a specific city in Texas to be eligible to bid? If so, could you please provide guidance on the process and any relevant details?

A2. No

Q3. Would the quote be for only the 10 printers listed on the quote or is there an additional quantity per line item?

A3. Yes, initially. If we added printers down the line we would then seek additional pricing.

Q4. What is the physical address for the printers listed?

A4. 3000 Pegasus Park Dr., Suite 800, Dallas, TX 75247

Q5. Is the quote for an hourly service rate or a maintenance agreement price structure?

A5. Both; it would depend on whether the vendor charges a flat rate for service calls or a flat rate for a maintenance agreement.

Q6. Were you solely looking for toner pricing or toner and service pricing all in one MPS Managed print program?

A6. Both; the cost of each toner cartridge and the cost of an all-in-one MPS Managed print program.

Q7. Do you have the last price paid just as a marker for our software?

A7. I'm sorry we don't have a pricing scale for what was last paid.

Q8. Do you want OEM toners on the bid or is new compatible OK?

A8. Pricing for both options would be preferred.

Q9. Do you want a service contract for all printers?

A9. Yes

Q10. Do you want service to be included with the toner cost?

A10. As a total yes but the individual pricing for separate services should be listed.

Q11. Can you let me know if this is a complete inventory of the printer's needing coverage; 10 total machines?

A11. Yes

Q12. Is the group looking for a fixed price maintenance agreement, or are you looking for per call, Time and Material coverage of the units?

A12. Both, again depending on how the vendor charges, we would like to see all available billing options and costs.



Q13. Would CCG be open to a managed print service (MPS) arrangement vs. buying the toner cartridges and maintenance services separately?

A13. Yes, please list both pricing options that the vendor has available.

Please sign below and include Addendum #1 with your proposal response. Failure to include the signed Addendum #1 may deem your proposal non-responsive.

For Questions regarding this addendum contact:

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Signature

Date