



ADMINISTRATIVE OFFICE OF THE COURTS

EDUCATION
GOVERNMENT RELATIONS
INTERNAL AFFAIRS
JUDICIAL INFORMATION SYSTEMS
OPERATIONS
PROGRAMS

Addendum No. 1
Maryland Judiciary Shredding Services
K16-0049-40
February 26, 2016

This Addendum is being issued to amend and clarify certain information contained in the above named small procurement RFP. All information contained herein is binding on all Offerors who respond to this small procurement RFP. Specific parts of the RFP have been amended. The following changes/additions are listed below; new language has been underlined and language deleted has been marked with a ~~strikeout~~ (ex. language deleted).

Proposal Closing Date

One original and 3 copies of each proposal (technical and financial) must be received by the Procurement Officer **no later than 2:00 pm (local time) on ~~March 25th, 2015~~ on March 10th, 2016** in order to be considered. An electronic version of the Technical Proposal must be enclosed with the technical proposal. An electronic version of the Financial Proposal must be enclosed with the original Financial Proposal. All electronic versions must be labeled with the RFP title, RFP number, and Offeror name and packaged with the original copy of the appropriate proposal (technical or financial).

Requests for extension of this date or time will not be granted. Offerors mailing proposals should allow sufficient mail delivery time to ensure timely receipt by the Procurement Officer. Proposals received by the Procurement Officer after the due date will not be considered.

Proposals may not be submitted by e-mail or facsimile.

Date Issued: February 26, 2016

Issued by: April Molley, Procurement Officer