



ADMINISTRATIVE OFFICE OF THE COURTS
MARYLAND JUDICIAL CENTER
2003 C COMMERCE PARK DRIVE
ANNAPOLIS, MARYLAND 21401

Addendum No. 3 to the Small Procurement Request for Proposal (RFP)
2013 ADR Appreciation and Recognition Event
October 24, 2012

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

1. Revise Section 2.2.4.2 of the RFP as follows:

Contractor shall provide the following afternoon snack for approximately 90-120 persons at a cost not to exceed \$6.00 per person:

2.2.4.2.1 Water, assorted canned soda, assorted herbal hot teas, freshly brewed coffee (regular and decaf).

2.2.4.2.1.1 Contractor may serve smaller size cans or bottles than served at lunch.

2.2.4.2.1.2 Contractor shall provide ice.

2.2.4.2.2 Cookies, sweet or savory snack, and seasonal whole fruit.

Date Issued: October 24, 2012
Anna Pfeifer, Procurement Officer