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Questions/Responses No. 1 to the Invitation to Bid (IFB)
District Court CC-DC 26, Probation/Supervision Docket Forms
K11-0055-87
January 18, 2011

Ladies and Gentlemen:

The following questions for the above referenced IFB were received by e-mail and are answered and posted for all prospective Offerors who received the IFB. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the IFB is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the offeror asking the question.

1. Question: Printing is stated as 1/1/1/1. Does this mean that all 5 parts of the form print one side only? And if so, why is there only 4 printed pages in attachment E? Also, the specifications state that all parts print alike. That wording would suggest that each 8.5 x 11 page has the same exact copy...does not seem to make sense unless the prospective vendor has to typeset all of the copy included in Attachment E onto one 8.5 x 11 area thus making the type very small.

Response: Printing is done on only the front of the pages of the form (there is no back printing). The language referring to 5 parts means that there are 5 parts to the form stacked atop one another, hence the NCR paper. The "all parts print alike" refers to the fact that all the subsequent copies of the pages are printed the same (there are no differences between the top first page and the copies of the first page under it, etc.). The vendor would have to print 4 pages, each with 5 parts, with no differences between the underlying parts and their corresponding top page.

2. Question: The perforation instructions lead us to believe that it is a continuous form with tractor fed holes along the left and right margins....is that correct?

Response: No, there are not tractor fed holes along the margins, however it is a continuous form. The pages are printed sequentially and then folded and perforated as stated in the specifications.

Date Issued: January 18, 2011
Colleen Cantler, Procurement Specialist