



ADMINISTRATIVE OFFICE OF THE COURTS

GOVERNMENT RELATIONS
INFORMATION TECHNOLOGY
INTERNAL AFFAIRS
JUDICIAL COLLEGE OF MARYLAND
OPERATIONS
PROGRAMS

Addendum No. 1

File Folder Labels K17-0009-40 June 17, 2016

This Amendment is being issued to amend and clarify certain information contained in the above named IFB. All information contained herein is binding on all Offerors who respond to this IFB. Specific parts of the IFB 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)

Due date extended due to the pending clarification of the specifications.

1.4 CLOSING DATE

An unbound original must be received by the Procurement Officer at the address listed in the key information Summary Sheet by ~~June 21, 2016 EST~~ June 24, 2016 at 2:00pm, in order to be considered. Bids shall be marked **IFB No. K17-0009-40; File Folder Labels**, on the outside of the envelope. An electronic version of the must be enclosed with the original bid. Electronic versions are to be labeled with the date, IFB title, IFB number, and bidder's name, and packaged with the original copy of the appropriate bid.

Requests for extensions of this date or time will not be granted. Bidders mailing bids should allow sufficient mail and internal delivery time to ensure timely receipt by the Issuing Office. **Bids may not be submitted by e-mail or facsimile.**

KEY INFORMATION SUMMARY SHEET

THE JUDICIARY

Invitation for Bid (IFB)

File Folder Labels

PROJECT # K17-0009-40

IFB Issue Date: June 15, 2016

IFB Issuing Office: Procurement, Contract, and Grant Administration

Procurement Officers: Yashica Forrester
Administrative Office of the Courts Department of
Procurement, Contract & Grant Administration
2003 C Commerce Park Drive
Annapolis, MD 21401

Bids are to be sent to: Yashica Forrester
Administrative Office of the Courts Department of
Procurement, Contract & Grant Administration
2003 C Commerce Park Drive
Annapolis, MD 21401

Pre-Bid Conference: N/A

Closing Date and Time: ~~June 21, 2016 at 2:00pm~~
June 24, 2016 at 2:00pm

Date Issued: June 17, 2016

Issued by: Yashica Forrester
Procurement Officer