

**PROCUREMENT DEPARTMENT**  
Rm 120 Municipal Services Building  
Philadelphia, PA 19102-1685  
FAX: (215) 686-4716

# CITY OF PHILADELPHIA

Hugh Ortman  
Procurement Commissioner

November 28, 2012

**BID NUMBER:** S3Z59300  
**TITLE:** FORK LIFT REPAIRS  
**DEPARTMENT:** Various  
**DATE TO OPEN:** December 10, 2012 at 10:30 AM

## ADDENDUM # 1

### **TO ALL BIDDERS:**

**You are hereby notified of the following changes to the above mentioned bid:**

### **For Page 16 of 29:**

#### **Delete paragraph 2.4.2:**

2.4.2 Parts to be used in the performance of this repair contract only. Bidder shall submit in Section 5 of this Invitation and Bid:

ALL PARTS SHALL BE REIMBURSED BY THE CITY AT THE VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER PLUS 15% MARKUP TO BE SUPPORTED BY THE SUPPLIER'S INVOICE.

#### **Please replace paragraph 2.4.2 with the following:**

2.4.2 Parts to be used in the performance of this repair contract only. Bidder shall submit in Section 5 of this Invitation and Bid:

ALL PARTS SHALL BE REIMBURSED BY THE CITY AT THE VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER PLUS MARKUP (not to exceed 15%) TO BE SUPPORTED BY THE SUPPLIER'S INVOICE.

**For Page 17 of 29:**

**Delete paragraph 2.4.2.2:**

PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER (as shown on supplier's invoice) + 15% MARK-UP (TO BE SUPPORTED BY SUPPLIER'S INVOICES).

**Please replace paragraph 2.4.2.2 with the following:**

PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER (as shown on supplier's invoice) + MARK-UP (not to exceed 15%) TO BE SUPPORTED BY SUPPLIER'S INVOICES.

**For Page 29 of 29:**

**Delete paragraph 5.1.2:**

5.1.2 26083 001

Parts to be used by Vendor for repairs in the performance of this repair contract only

Mark-up to Vendor's Cost:

PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER (as shown on supplier's invoice) plus vendor's mark-up + 5% MARK-UP (to be supported by supplier's invoices). Vendor must submit supplier's original invoice with their invoice to the City. In no case shall parts cost exceed the actual cost from the supplier + 5%. No overhead, expenses, etc. shall apply to these parts costs. Any overhead, expenses, etc. must be factored into the vendor's quoted labor rate(s). No additional charges will be paid by the City.

**ESTIMATED EXPENDITURES.....\$80,650.00**

**Please replace paragraph 5.1.2 with the following:**

5.1.2 26083 001

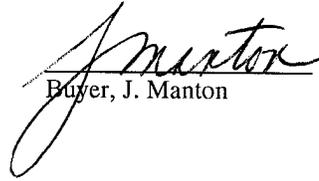
Parts to be used by Vendor for repairs in the performance of this repair contract only

Mark-up to Vendor's Cost:

PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER (as shown on supplier's invoice) plus vendor's mark-up (not to exceed 15%) to be supported by supplier's invoices. Vendor must submit supplier's original invoice with their invoice to the City. In no case shall parts cost exceed the actual cost from the supplier + 15%. No overhead, expenses, etc. shall apply to these parts costs. Any overhead, expenses, etc. must be factored into the vendor's quoted labor rate(s). No additional charges will be paid by the City.

**ESTIMATED EXPENDITURES.....\$80,650.00**

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.



Buyer, J. Manton

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
FIRM NAME (PRINT)

\_\_\_\_\_  
DATE

JM/bws

**PROCUREMENT DEPARTMENT**  
Rm 120 Municipal Services Building  
Philadelphia, PA 19102-1685  
FAX: (215) 686-4716

# CITY OF PHILADELPHIA

Hugh Ortman  
Procurement Commissioner

December 5, 2012

**BID NUMBER:** S3Z59300  
**TITLE:** FORK LIFT REPAIRS  
**DEPARTMENT:** Various  
**DATE TO OPEN:** December 10, 2012 at 10:30 AM

## ADDENDUM # 2

### TO ALL BIDDERS:

**You are hereby notified of the following changes to the above mentioned bid:**

Page 29 of 29:

**Please add paragraph 5.1.2:**

#### 5.1.2 26083 001

Parts to be used by Vendor for repairs in the performance of this repair contract only.

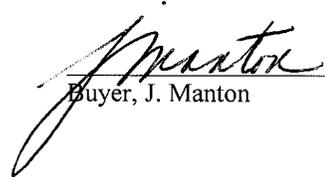
Mark-up to Vendor's Cost:

PARTS SHALL BE REIMBURSED BY THE CITY AT VENDOR'S ACTUAL ACQUISITION COST FROM THEIR SUPPLIER (as shown on supplier's invoice) plus vendor's mark-up (not to exceed 15%) to be supported by supplier's invoices. Vendor must submit supplier's original invoice with their invoice to the City. In no case shall parts cost exceed the actual cost from the supplier +15%. No overhead, expenses, etc. shall apply to these parts costs. Any overhead, expenses, etc. must be factored into the vendor's quoted labor rate(s). No additional charges will be paid by the City.

**ESTIMATED EXPENDITURES.....\$80,650.00**

**(Please state the markup) \_\_\_\_\_**

Please sign, date and return this addendum with your bid to the Procurement Department, 1401 J.F.K Boulevard, Bid Room 170A, Philadelphia, PA 19102-1685 as it now becomes a part of the proposal.



Buyer, J. Manton

\_\_\_\_\_  
AUTHORIZED SIGNATURE

\_\_\_\_\_  
FIRM NAME (PRINT)

\_\_\_\_\_  
DATE

JM/bws