

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

# CITY OF PHILADELPHIA

JANET HAGAN  
Acting Procurement Commissioner

December 14, 2006

BARBARA E. EVANS  
Deputy Commissioner

**BID NUMBER:** S7D02090  
**TITLE:** Safety Paper  
**DEPARTMENT:** Various  
**DATE TO OPEN:** January 05, 2007 at 10:30 AM

## ADDENDUM # 1

### TO ALL BIDDERS:

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

There will be a **Non-Mandatory Pre-Bid Meeting on January 3, 2007 at 2 PM** in Room 170, MSB, 1401 JFK Blvd., Philadelphia, PA 19102.

Bid will be postponed and opened on **January 11, 2007 at 10:30 AM.**

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.

\_\_\_\_\_  
D. Yonke, Buyer

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

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

\_\_\_\_\_  
DATE

DY/cs

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

# CITY OF PHILADELPHIA

Janet Hagan  
Acting Procurement Commissioner

January 8, 2007

**BID NUMBER:** S7D02090  
**TITLE:** Safety Paper  
**DEPARTMENT:** Various  
**DATE TO OPEN:** January 5, 2007; January 11, 2007 at 10:30 AM

## ADDENDUM # 2

### **TO ALL BIDDERS:**

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

Subject Bid will now open on **January 18, 2007 at 10:30 AM.**

### **Replace Paragraph 2.2 with the following:**

2.2 Successful vendor shall be required to supply the City of Philadelphia with Safety Paper meeting the following specifications.

Paper, Safety, Standard Plus 24 lbs., 8-1/2" x 11" cut sheets custom check stock to be used in MICR ink laser printers. The paper, when oriented in portrait fashion, must have a perforation exactly 3 inches from the bottom edge. The top 8 inches will be plain white to be used for check stub information. The bottom three inches will be the check image which must have 1) a blue basketweave VOID pantograph, 2) the words "City of Philadelphia" microprinted repeatedly as a border around the margins of the check, and 3) a blue pantograph in the center of the check that has an image of City Hall or some other such artwork as provided by the City. The back side of the check image must be plain white with preprinted standard endorsement directions in gray ink and with "City of Philadelphia" printed repeatedly in white florescent ink.

Est. qty. during period of contract: 1100 TH

Est. qty. initial order quantity: 550 TH

**PAGE 2**

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\_\_\_\_\_  
D. Yonke, Buyer

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

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

\_\_\_\_\_  
DATE

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