



## SOLICITATION ADDENDUM 1

Date: **March 21, 2024**  
Subject: **Item Description Change and Questions and Answers**  
Solicitation Number: **6100060569**  
Due Date/Time: **March 22, 2024**  
Addendum Number: **1**

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To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation “Addendum” as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

*List any and all changes:*

### **Item Description Change**

**Line 6, added an alternate part number to be quoted in the event a bidder does not have access to provide the part number being discontinued.**

Microsoft Surface Pro 8 - 13" - Core i7 1185G7 - Evo - 16 GB RAM - 256 GB SSD - 4G LTE-A  
Part Number: EIV-00001

**OR (IF NO ACCESS TO EIV-00001 DUE TO ITEM BEING DISCONTINUED)**

Microsoft Surface Pro 9 for Business - 13" - SQ3 - 16 GB RAM - 256 GB SSD - 5G LTE, NR

### **Questions and Answers**

Q1: Would this be a tax-exempt purchase?

A1: Yes, this is a tax-exempt purchase. See Terms and Conditions V.23 CONTRACT-017.1 Taxes (Dec 5 2006), which is attached to the IFB.

Q2: When would we know if we received the approval?

A2: A bid tabulation is posted to eMarketplace showing all submitted bidders and dollar amounts. This is not an award, but a notification showing the results. An award is typically made within 3 weeks of the IFB close date.

Q3: Does all equipment get shipped at one location?

A3: Yes, all equipment is to be shipped to one location, Philadelphia, PA 19123.

Q4: When will the bid be awarded once the bidding date closes on March 22?

A4: A fully executed purchase order is typically awarded within 2-3 weeks of bid closing but can take up to 60 days. By law, a contract must be awarded within 60 days of the bid opening. The 60-day time limit may be extended by mutual written consent of the contracting officer and the lowest responsible and responsive bidder. Refer to Procurement Handbook, Section I, Chapter 6 – Methods of Awarding Contracts, Subsection 6 – Award



Q5: Do the proposals for the PEMA Tablets/Laptops 7661 in Solicitation 6100060569 need to be turned in hardcopy to the 1310 Elmerton Ave address, or can they be sent by email? Or is there a different submission method?

A5: All bids must be submitted electronically through the IFB. Quotes submitted via hardcopy or email will not be accepted.

Q6: Model Microsoft Surface Pro 8 - 13" - Core i7 1185G7 - Evo - 16 GB RAM - 256 GB SSD - 4G LTE-A Part Number: EIV-00001 is being discontinued. The solicitation says, "No Substitutes". Do you have another model, that my company can quote?

**A6: Line 6, added an alternate part number to be quoted in the event a bidder does not have access to provide the part number being discontinued.**

New Description:

Microsoft Surface Pro 8 - 13" - Core i7 1185G7 - Evo - 16 GB RAM - 256 GB SSD - 4G LTE-A

Part Number: EIV-00001

**OR (IF NO ACCESS TO EIV-00001 DUE TO ITEM BEING DISCONTINUED)**

Microsoft Surface Pro 9 for Business - 13" - SQ3 - 16 GB RAM - 256 GB SSD - 5G LTE, NR

Q7: The specifications document states shipping will go to "Philadelphia, PA 19123." Can you provide a full address so we can account for any shipping costs that could apply?

A7: A full delivery address will be provided with the award. An estimated shipping cost can be provided using the City, State and zip code.

Type of Solicitation: Electronic Bid (SRM) - Review the Questions section of your solicitation response to ensure you have responded, as required, to any questions relevant to solicitation addenda issued subsequent to the initial advertisement of the solicitation opportunity.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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