



To: Interested Vendors

From: Johnna Harrell, Accounting Assistant

Date: June 22, 2020

Re: **ADDENDUM 6.22.20** to Invitation to Bid New, Non-Refurbished Personal Computers

Please see the attached **ADDENDUM 6.22.20** to the Invitation to Bid New, Non-Refurbished Personal Computers.

Thank you!

Attachment

Bill Brittain, County Mayor

511 West Second North Street • Morristown, TN 37814 • *office.* 423.586.1931 • *fax.* 423.585.4699

www.HamblenCountyTN.gov • *email.* bbrittain@co.hamblen.tn.us

ADDENDUM 6.22.20 to:

Invitation To Bid
New, Non-Refurbished Personal Computers

Date of Addendum 6.22.20: June 22, 2020
Date of ITB Issuance: June 10, 2020
ITB Due Date: June 29, 2020 at 2p.m.

CHANGES:

SECTION II – SUBMISSION REQUIREMENTS
(Page 5 of 11)

Proposals **must** provide information in the same order as presented above and submitted in a **sealed** envelope clearly **marked** ‘*New, Non-Refurbished Personal Computers 2020-06-1 – June 29, 2020 @ 2:00p.m.*’ on the **outside of the envelope** to:

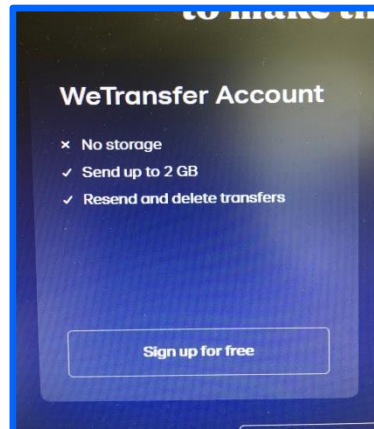
Hamblen County Mayor’s Office
Attn: Johnna Harrell, Accounting Assistant
511 West Second North Street
Morristown, TN 37814

CHANGED TO THE FOLLOWING:

Proposals can be submitted either electronically or in a sealed envelope based on the instructions below. Proposals, whether mailed, hand-delivered, or electronically submitted must arrive no later than 2:00p.m. Eastern Standard Time on Monday, June 29, 2020.

Instructions for Submitting Proposals Electronically:

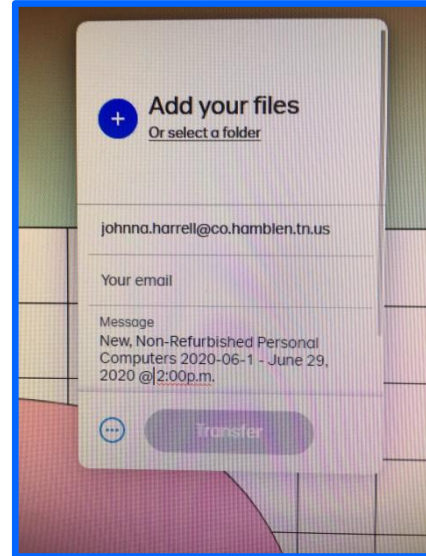
Electronic submissions should be sent to johnna.harrell@co.hamblen.tn.us via WeTransfer.com, an internet-based computer file transfer service. Select the free version for a no cost transfer.



Bill Brittain, County Mayor

Instructions for Submitting Proposals Electronically continued:

The **Message** section on WeTransfer **must state**: *‘NEW, NON-REFURBISHED PERSONAL COMPUTERS 2020-06-1 – June 29, 2020 @ 2:00p.m.’*



Instructions for Submitting Hard Copies of Proposals:

Envelopes **must** arrive **sealed** and clearly **marked** with *‘NEW, NON-REFURBISHED PERSONAL COMPUTERS 2020-06-1, JUNE 29, 2:00p.m.’* on the **outside of the envelope** to the Hamblen County Mayor’s Office, 511 West Second North Street, Morristown, TN 37814, Attention: Johnna Harrell.

Respondents assume the risk for the method of delivery chosen. The County assumes no responsibility for delays caused by any delivery service whether in-person or electronically. Late proposals will not be accepted.

END OF CHANGES per ADDENDUM 6.22.20. The remainder of the ITB REMAINS THE SAME.

Bill Brittain, County Mayor

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