



## PROCUREMENT SERVICES

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### ADDENDUM No. 1

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**REQUEST FOR QUOTATIONS (RFQ) No.:** 1220-040-2024-011

**TITLE:** Surrey Libraries Books Sorting Machine Replacement Program (AMH)

**ADDENDUM ISSUE DATE:** March 25, 2024

**DATE:** PREFER TO RECEIVE SUBMISSIONS ON OR BEFORE APRIL 18, 2024.

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### INFORMATION FOR CONTRACTORS

Contractors are advised that Addendum No. 1 to 1220-040-2024-011 is hereby issued by the City. This addendum shall form part of the contract documents and is to be read, interpreted and coordinated with all other parts. The following information is provided to answer questions raised by Contractors for the above-named project, to the extent referenced and shall become a part thereof. No consideration will be allowed for extras due to the Contractors or any sub-contractor not being familiar with this addendum. This Addendum No. 1 contains two (2) pages.

### REVISED INFORMATION MEETING DATE:

Delete Section 5 in its entirety and substitute with Section 5 below:

#### **“5. INFORMATION MEETING/SITE TOUR**

An information meeting and site tour will be hosted by the City Representative to discuss the City’s requirements under this RFQ (the “Information Meeting/Site Tour”). While attendance is at the discretion of Contractors, Contractors who do not attend will be deemed to have attended the Information Meeting and to have received all of the information given at the Information Meeting.

At the time of issuance of this RFQ, a Site Visit has been scheduled as follows:

Date: **April 5, 2024**

Time: **10:00 AM (PST)**

Where: City Centre Library, located at 10350 University Drive, Surrey, BC  
Meet at the Lobby of the Library

Note: Contractors interested in participating in this Information Meeting should email their request to: [purchasing@surrey.ca](mailto:purchasing@surrey.ca).

No minutes of the information meeting and site tour will be provided.

The Contractor is responsible for parking fees, if applicable.'

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**All Addenda will become part of the Contract Documents.**

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