

**OCA/PUR-104
CUSTOM DOUBLE WINDOW ENVELOPES**

AMENDMENT

The RFB # OCA/PUR-104 is hereby amended as follows:

1. Estimated Quantities: One order per quarter for an estimated, average quantity of one (1) to two (2) million envelopes.
2. Orders will be placed by OCA's Department of Technology in Troy, NY, and they shall be delivered to the Center for the Disabled in Albany, NY.

In addition, bidders shall take note of the following:

1. Recycled paper: Bidders shall refer to and comply with UCS Attachment I, p. 2 of 10, clause "Recycled Products".
2. Bidders are requested to quote their price per 1,000 envelopes.
3. Bidders' standard packaging is acceptable.
4. The current price is 12.86 per one thousand (1,000) envelopes. This current contract price is provided pursuant to the NYS Freedom of Information Law.
5. **The bid opening date has been moved** from Monday, April 18, 2005 at 11:00 am **to Tuesday, April 26, 2005 at 11:00 am.**
6. If bidders have already mailed out their bid responses, these responses shall remain sealed until April 26, 2005 at 11:00 am, and bidders may submit their reconfigured bid responses which will also remain sealed until the new bid opening date and time. **New responses must be clearly marked on the outside package or envelope as being bidders' corrected bid response for OCA/PUR-104.**

All other terms and conditions of the original general and detailed specifications remain the same.