

COUNTY of KANE
PURCHASING DEPARTMENT
KANE COUNTY GOVERNMENT CENTER

Theresa Dobersztyn, C.P.M., CPPB
Director of Purchasing

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January 26, 2017

ADDENDUM 2

Invitation To Bid: #09-017

Title: Office Supplies & Toner Cartridges

The attention of all bidders is called to the following questions submitted before the deadline for questions of January 25, 2017. Responses are in **Bold**.

1. Would you be able to provide product descriptions for the toner cartridges? **No**
2. Can Kane County provide what you total annual spend on office supplies and toner cartridges combined was for the last 12 months? Not just the spend on your core items, but on your total spend? We are trying to determine what percentage of your total spend is core items and what percentage is non-core items. **The total spend with Warehouse Direct for 2016 was \$172,000.00, however, some of that was furniture. The total for toner cartridge was included in Addendum 1.**
3. From time to time HP manufacturers have a price increase throughout the year. Please let us know how you would assess circumstances like these? **We will review the increase letter from the manufacturer and allow only the increase percentage as stated in the letter.**
4. Is it a necessary requirement for a vendor to have a catalog in order to qualify? **If no catalog, you would have to provide an on-line catalog so we can order other items beside the core list.**

Please acknowledge receipt of this addendum in the space provided on Page 14 of the bid document. Thank you for your interest in the Kane County procurement process.

Sincerely,

Maria C. Calamia
Maria C. Calamia, CPPB
Assistant Director