

**Posted Date:** March 26, 2021

**Solicitation No.:** RFP210186DWJ

**Solicitation Name:** VCB United Kingdom, Ireland, & Scandinavia Representation

**Subject:** Addendum Number 1

The following represents clarification, additions, deletions, and/or modifications to the above referenced bid. This addendum shall hereafter be regarded as part of the solicitation. Items not referenced herein remain unchanged, including the response date. Words, phrases or sentences with a strikethrough represent deletions to the original solicitation. Underlined words and bolded, phrases or sentences represent additions to the original solicitation.

**1. ATTACHMENT: NONE**

**2. QUESTIONS/ANSWERS**

1.	Is the County willing to accept digital/electronic proposals? Due to the lockdown in the UK, the offices are still not open until Mid-April and therefore the companies cannot get paperwork needed for the RFP notarized in person.
<b>Answer</b>	<b>The County does not accept the submission of digital or electronic proposals. Per section 4 of the terms and conditions all proposals must be submitted in a sealed envelope and affixed with the label included in the forms section.</b>  <b>The County is aware of the current social distancing guidelines. Remote notary with electronic notary stamp is acceptable and the notary may affix an updated notary block as necessary. All proposal submittals must be received to the Lee County Procurement Management office before April 22, 2021 at 2:30 PM.</b>
2.	In trying to download the bid details from the Demand Star system, we are being asked to open an account, but the system does not appear to allow a UK company to do this. We've also checked Lee County website and cannot find the details of the RFP listed.
<b>Answer</b>	<b>To view and download the solicitation documents, you must access the documents via our Procurement Management website (<a href="http://www.leegov.com/procurement">www.leegov.com/procurement</a>).</b>  <b>The link below will take you to the solicitation, you are required to enter in your information to access the document. This is not a request to open an account, but only to document whom accessed the documents so we can notify you of future solicitations similar to this project.</b> <b><a href="https://www.leegov.com/procurement/projects/open-projects/project?fid=5568">https://www.leegov.com/procurement/projects/open-projects/project?fid=5568</a></b>

**BIDDER/PROPOSER IS ADVISED, YOU ARE REQUIRED TO ACKNOWLEDGE RECEIPT OF THIS ADDENDUM WHEN SUBMITTING A BID/PROPOSAL. FAILURE TO COMPLY WITH THIS REQUIREMENT MAY RESULT IN THE BIDDER/PROPOSER BEING CONSIDERED NON-RESPONSIVE.**

**ALL OTHER TERMS AND CONDITIONS OF THE SOLICITATION DOCUMENTS ARE AND SHALL REMAIN THE SAME.**

*David Jones*

Procurement Analyst  
Procurement Analyst Direct Line: 239-533-8864  
Lee County Procurement Management