

ADDENDUM

RFP-Copiers, Fax and Multi-Purpose Machines

Revision 2 (dated 1/31/12)

(additions are in red; removals are ~~strikeouts~~)

Description of Changes:

Purchasing Procedures

...Purchase orders are issued by participating governmental entities directly to the Vendor **or Vendor assigned dealers**....

Vendor Contract:

1.6 Assignments of Contracts

No assignment of contract may be made without the prior written approval of TIPS/TAPS. Payment can only be made to the awarded Vendor **or vendor assigned dealer**.

1.10 Invoices

The Vendor **or vendor assigned dealers** shall submit invoices, in duplicate, to the TIPS/TAPS participant. The Vendor **or vendor assigned dealers** shall not invoice for partial shipments unless agreed to in writing in advance by TIPS/TAPS participant.

Special Terms and Conditions

Monthly Sales Report

Vendor **or vendor assigned dealer** must submit a monthly or bimonthly sales report of all TIPS/TAPS participant purchases in the following format.

NOTE TO BIDDER:

If you have already submitted your proposal, it is not necessary for you to resubmit with this revision RFP. These items will be redlined by TIPS/TAPS on your submitted copy. Please note these changes on your copies. If you have any questions, please contact our office at 866-839-8477 or by email to tips@reg8.net.

Thank you.