



**ADDENDUM NO. 1**

Issue Date: December 3, 2007

**Request for Proposal # 752**  
**Online Store for the Athletics Department**

Date of Original Bidding Documents: November 7, 2007

**INTENT:** This Addendum forms a part of the Contract Documents and modifies the Original Bidding Documents and Prior Addenda, if any, as identified above. Acknowledge receipt of this Addendum in the space provided on the Bid Form. Failure to do so may subject Bidder to disqualification.

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**I. Points of Information:**

1. **QUESTION:** Please advise if you have the logos available for quoting purposes. We would prefer to receive all logos as vector art in EPS illustrator Format, however will accept a good quality JPEG, PDF or GIF file.

**RESPONSE:** *The logos are on our website: <http://www.montclair.edu/Athletics/New%20Logos.html> They can be copied for purposes of a sample look. We are also sending a copy of the logos on a CD in EPS format.*

2. **QUESTION:** Please specify color of sweatshirts, T-shirts and hats required?

**RESPONSE:** *Our colors are red and white. T-shirts, hats and sweatshirts can be white, red, or gray.*

3. **QUESTION:** Should items be 100% cotton or Cotton/Polyester blend?

**RESPONSE:** *Your choice on fabric, however we prefer the poly-cotton blends because they don't shrink.*

4. **QUESTION:** Will all the items be screened/ embroidered on the front left chest, or will there be other imprint locations?

**RESPONSE:** *The screened designs on t-shirts and sweatshirts are usually front center - one logo.*

5. **QUESTION:** Please advise of approximate size of the logos on the embroidered items, since that will affect pricing?

**RESPONSE:** *The embroidered items are golf shirts and hats and that is a small logo.*

6. **QUESTION:** Are you looking for a specific style hat or just a basic baseball cap with 6 panels and logo embroidered on front?

**RESPONSE:** Basic style hat with a sloped front - not the high stiff front.

**II. Special Notice of Bid Extension:**

NOT USED

**III. Changes to Prior Addenda:**

NOT USED

**IV. Changes to Bidding Requirements:**

NOT USED

**V. Changes to Agreement and Other Contract Forms:**

NOT USED

**VI. Changes to Conditions of the Contract:**

NOT USED

**VII. Changes to Specifications:**

NOT USED

**VIII. Changes to Drawings:**

NOT USED

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Please acknowledge receipt of this Addendum No. 1 via fax. The fax number is 973-655-5468.

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Company Name (please print)

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Date

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Signature

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Title

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Contact Name (please print)

Attachments:

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