

CITY OF NEWTON, MASSACHUSETTS  
PURCHASING DEPARTMENT  
[purchasing@newtonma.gov](mailto:purchasing@newtonma.gov)  
Fax (617) 796-1227

July 24, 2023

**ADDENDUM #1**  
INVITATION FOR BID #24-03

**SUPPLY & DELIVER RECYCLED COPY PAPER**

THIS ADDENDUM IS TO: ANSWER THE FOLLOWING QUESTIONS.

**Q1. What is the required percentage of recycled content? 30%, 50%, 100%**

**A1. 30%**

**Q2. For each delivery noted below, what does the number in the “EST. QTY” column represent?**

- a. the total number of reems (500 sheet package)
- b. the total number of cartons (each carton holding 10 reems)

**A2. Total number of cartons. The number of cartons could increase or decrease throughout the school year.**

All other terms and conditions of the IFB remain unchanged.

**PLEASE ENSURE THAT YOU ACKNOWLEDGE ALL ADDENDA ON YOUR  
BID FORM. FAILURE TO ACKNOWLEDGE ALL ADDENDA COULD  
RESULT IN REJECTION OF YOUR BID AS NONRESPONSIVE.**

Thank you.



Nicholas Read  
*Chief Procurement Officer*