

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

May 20, 2024

**ADDENDUM #1**  
INVITATION FOR BID #24-71

**SUPPLY & DELIVER CUSTODIAL SUPPLIES**

THIS ADDENDUM IS TO: ANSWER THE FOLLOWING QUESTIONS:

**Q1. What is the budget for this bid?**

**A1. The budget estimate is \$110,000.**

**Q2. Can we have the previous bid tabulation and awarded vendors list?**

**A2. Bidders interested in obtaining a copy of the bid tabulation and contract awards should request them by emailing [purchasing@newton.k12.ma.us](mailto:purchasing@newton.k12.ma.us).**

**Q3. How often will orders be placed?**

**A3. Category A, only once. Toilet paper and paper towels (4) times throughout the fiscal year. Quantities may increase or decrease. Pricing must be locked in for the duration of the fiscal year.**

**Q4. What are your current pricing and product brands for this bid?**

**A4. See A2.**

**Q5. We are your current vendor for paper towels and toilet paper. Do we still need to provide references and samples if we are bidding the same items?**

**A5. Yes.**

All other terms and conditions of the Invitation For Bid 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