

State of Arkansas
DEPARTMENT OF HUMAN SERVICES
700 South Main Street
P.O. Box 1437 / Slot W345
Little Rock, AR 72203

ADDENDUM 1

TO: All Addressed Vendors
FROM: Office of Procurement
DATE: March 1, 2023
SUBJECT: 710-23-0009 Printing and Mailing Services

The following change(s) to the above referenced IFB have been made as designated below:

- Change of specification(s)
- Additional specification(s)
- Change of bid opening date and time
- Cancellation of bid
- Other

CHANGE OF SPECIFICATION(S)

- Section 2.9.B remove and replace with the following:
Aries Notices may include a daily amount of up to 200,000 pages with a total of 5,000,000 pages per month. Contractor must complete DHS ARIES Notices requests within the same business day, unless otherwise specified by DHS.

ADDITIONAL SPECIFICATION(S)

- Add Attachment H – Envelopes
- Section 2.11 – Add the following:
Contractor must use Intelligent inserting technology for outbound mail processing.
- Section 2.14.E – Add the following:
Contractor must arrange delivery or pickup for printed envelopes from the DHS warehouse. The Contractor shall be responsible for ensuring a sufficient number of envelopes are obtained and available to meet outbound delivery deadlines.

The specifications by virtue of this addendum become a permanent addition to the above referenced IFB. Failure to return this signed addendum may result in rejection of your proposal.

If you have any questions, please contact: Buyer's name, Buyer's email address and phone number.

Vendor Signature

Date

Company