



PROCUREMENT AND SUPPLIER DIVERSITY SERVICES

*University of Virginia
Procurement and Supplier Diversity Services
P.O. Box 400202
Charlottesville, Virginia 22904-4202
(434) 924-4212*

January 12, 2017

ADDENDUM TWO TO ALL FIRMS:

Reference: Request for Proposal (RFP) #KC1799674

Commodity: Event Management Services for the University of Virginia Bicentennial Launch

Dated: December 16, 2016

Proposal Due: Original due date of January 13, 2017, has been extended to January 20, 2017

Greetings:

Please reference the following for clarifications and changes to RFP #KC1799674 issued on December 16, 2016 for Event Management Services for the University of Virginia Bicentennial Launch:

Change 1:

The Proposal Due date has been changed from January 13, 2017, 3PM EST – to January 20, 2017, 3PM EST.

Change 2:

The Presentation and Negotiation Section is replaced with the following:

“The University is planning on holding presentations and negotiations with finalist on February 9th and 10th, 2017. The University will notify these firms by January 31, 2017 of our interest in negotiations. Presentations and Negotiations will take place on grounds at the University.”

If you have any questions concerning this Addendum or the RFP, please contact me at kc5yc@virginia.edu. Thank you for your participation in this RFP Process. I look forward to receiving your proposal.

Sincerely,

Kevin Crabtree
Senior Buyer

Please sign below, acknowledging receipt of this Addendum and return this document with your response to the RFP.

Signature

Name of Firm

Please Print Name of Person Signing Above

Date