

Q.1. Term of Award (pg 5) – Is the possible renewal of the two (2) additional one-year terms a mutual option or strictly the discretion of the Courts office.

Answer to Q.1. The UCS reserves the right to renew or not; the awarded vendor may decline a UCS proposal to renew.

Q.2. Also, is there a minimum order per item? If not, may we set a minimum?

Answer to Q.2. All quantities are estimated and the UCS does not guarantee any specific volume of business (see paragraph Estimated Quantities in the RFB.) The vendor may not set a minimum; bidders and the awarded vendor must comply with all the terms and conditions specified in the RFB.

Q.3. If we are bidding Appvion (Appleton), the carbonless brand you are currently using, will samples still be required in the bidding evaluation process?

Answer to Q. 4. Yes