

State of New York Department of Taxation and Finance  
Office of Budget and Management Analysis  
Purchasing Unit  
Building 9 Room 234  
W A Harriman Campus  
Albany, NY 12227

**PURCHASING MEMORANDUM**

**BID SOLICITATION UPDATE**

**IFB/RFP NUMBER:** 07-15

**DATE:** August 8, 2007

**GROUP:** 50030 – DTF – 998.7 (6/98)  
Double Window Envelope

**PLEASE ADDRESS INQUIRIES TO:**

Frank Maier  
Purchasing Agent  
Phone (518) 485-7875  
Fax (518) 457-7251  
Frank\_Maier@tax.state.ny.us

**BID DUE DATE :** August 14, 2007 @ 2:00 pm

**BID OPENING:** August 15, 2007 @ 2:00 pm

**SUBJECT: CHANGE'S TO IFB 07-15**

**TO PROSPECTIVE BIDDERS:**

Please note the following revisions:

**THE BID DUE DATE HAS BEEN CHANGED TO AUGUST 20, 2007 @ 2:00 PM**

**THE BID OPENING DATE HAS BEEN CHANGED TO AUGUST 21, 2007 @ 2:00 PM**

**THE ATTACHED APPENDIX B COVER 2006 REPLACES APPENDIX B COVER 1999 IN THE IFB**

All other terms and conditions of the specifications remain unchanged.

All bids will be considered on the basis of this amendment.

If submitting a bid, this letter should be signed, attached to, and made a part of your bid.

BID OF (COMPANY): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY, STATE, ZIP: \_\_\_\_\_

SIGNATURE OF BIDDER: \_\_\_\_\_

PRINTED NAME OF BIDDER: \_\_\_\_\_

**APPENDIX B**

**GENERAL SPECIFICATIONS**

**PLEASE RETAIN THIS DOCUMENT FOR FUTURE REFERENCE**