

28 January 2002

**ADDENDUM NO. 1 TO ALL OFFERORS:**

Reference RFP Number: V211-02-072  
Commodity: VMI Class of 2004 Rings  
Dated: 11 January 2002  
For Delivery To: Virginia Military Institute  
Response Due Date: 8 February 2002

The above RFP is hereby changed as follows:

1. Reference Section III, Statement of Needs:

- a. Change the first sentence to read "The Contractor shall have the capability of producing class rings as large as 44dwt in 10 or 14 carat plumb gold according to the specifications:"
- b. The walnut ring box described in item L shall be no larger than 2 7/8" x 2 7/8" and deep enough to hold the official men's 44dwt ring.
- c. In Item M, change "Director of Auxiliary Services" to read "Director of Purchasing and Disbursements."

2. Reference Section IV, Proposal Preparation and Submission:

- a. Item A, 1 - submit 12 copies of the proposal rather than 7
- b. Change Item B, 4, a, to read "Men's Traditional 44dwt, 40dwt, other"
- c. Attachment 1 to this addendum includes a list of items for both the Class and Institute sides of the ring. Each Offeror shall provide color sketches of both sides and bevel of the ring along with their proposal. The sketches will be used for a blind evaluation and shall not include company identification.

3. Reference Section VIII, Special Terms and Conditions:

- a. Item E, Warranties - Attachment 2 to this addendum includes a list of items the class would like considered in regard to the warranties offered.

4. Reference Section X, Pricing Schedule:

- a. Add Men's Official, 44 dwt w/box
- b. Add Men's Official, 42 dwt w/box
- c. Add pricing for a ring or other similar token for female cadets to present to their ring figure date.



5. The following was agreed to at the pre-proposal conference, 24 January 2002:

- a. Ring Figure is scheduled for 22-23 November 2002.
- b. Stone bars are to be submitted with the proposals.
- c. When bidding genuine stones, the stones will be of highest quality, AA to AAA.
- d. An electronic copy of the original Request For Proposal is included with this addendum on diskette. The electronic copy has not been updated to reflect the addendums.
- e. Sample of rings is to include 40dwt and 44dwt men's rings.

Sincerely,

Jeffrey L. Lawhorne  
Director of Purchasing and Disbursements

**NOTE:** A signed acknowledgment of this addendum must be received by this office either prior to the proposal due date and hour **or** attached to your proposal. Signature on this addendum does not substitute for your signature on the original proposal document. The original proposal document must be signed.

\_\_\_\_\_  
Name of Firm

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date