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| **Division of Finance and Business Operations** |  | **Procurement & Strategic Sourcing** **5700 Cass Avenue, suite 4200****Detroit, Michigan 48202****(313) 577-3734** **FAX (313) 577-3747** |

**November 22, 2013**

**Addendum1**

**RFP Strategic Source AV Equipment 2013 datedOctober 4, 2013**

**POSTPONEMENT OF BID**

The pre-bid conference for the Strategic Source AV Equipment 2013 was held on November 15, 2013 at 2:00 p.m. Robert Kuhn, Sr. Buyer, reviewed the administrative requirements of the pre-bid package, especially concerning details such as bid due dates and who vendors may contact during the live bid process. Robert Kuhn, Sr. Buyer, and Paula Reyes, Assoc. Director of the Procurement and Strategic Sourcing Department, discussed the expectations and scope of work.

The pre-bid conference attendees sign in sheet and meeting minutes are available for downloading from the University Purchasing Web Site at **http://www.forms.purchasing.wayne.edu/Adv\_bid/Adv\_bid.html**.

**This Addendum serves as notification that the RFP has been postponed until further notice. The University intends to refine its scope and vision and provide further information in a couple of weeks.**

All questions concerning this project must be emailed to Robert Kuhn, Sr. Buyer: ac6243@wayne.edu copy Paula Reyes, Associate Director, bb2709@wayne.edu.

**Do not contact other University Units, directly as this may result in disqualification of your proposal.**

Thank you

Robert Kuhn,

Sr. Buyer, Purchasing

313-577-3712

CC: Ken Doherty, Paula Reyes*,* Attendees list.