



## **ADDENDUM NO. 3**

**May 15, 2012**

Re: HACC, Central Pennsylvania's Community College  
RFB12-15 Microsoft Campus Agreement

From: HACC, Central Pennsylvania's Community College  
Garry Crider, Procurement Services Manager  
One HACC Drive  
Harrisburg, PA 17110

To: All Bidders

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This Addendum is hereby made part of the Request for Bid No. RFB12-15 dated April 25, 2012. The provisions of this Addendum are intended to supplement the provisions and scope of work and/or supersede them where contradictory thereto.

### **MODIFICATION**

Due to the Microsoft Campus Agreement no longer being offered by Microsoft, HACC has updated the product offerings to the Microsoft Enrollment for Education Solutions agreement.

Change the name of the Request for Bid from Microsoft Campus Agreement to Microsoft Enrollment for Education Solution Agreement.

Replace the Bid Form with Exhibit A found at the following link:  
<http://hacc.edu/Purchasing/RequestforBids/Current-RFBs-FY12.cfm>

All bidders are to complete Exhibit A.

The current Microsoft Camus Agreement will expire on September 18, 2012.

Award of Contract: Following the August 7, 2012 Board of Trustees Meeting

The Base Bid is the sum stated in the Bid for which the Bidder offers pricing for items described in the Request for Bid as the base, to which items may be added or from which items may be deleted for sums stated in Alternate Bids.

An Alternate Bid (or Alternate) is an amount stated in the Request for Bid to be added to or deducted from the amount of the Base Bid if the corresponding change in the items, as described in the Request for Bid, is accepted.

**Bid Deadline**

To be considered for selection, Bids shall arrive at HACC's Procurement and Business Services Office, 349 Wiconisco Street, Room PC223, Harrisburg, PA, 17110, by 1:30PM on or before May 29, 2012. Bids must be in a sealed container, clearly marked "RFB12-15, MICROSOFT CAMPUS SUBSCRIPTION." Allow time for normal mail delivery to ensure timely receipt of Bids by HACC's Procurement and Business Services Office. Bids arriving after the deadline will not be considered. All Bids become the property of the College.

**Number of Copies and Mailing of Bid**

Two (2) copies of the Bid will be submitted in a sealed container clearly marked with the name of the Bid and labeled "RFB12-15, MICROSOFT CAMPUS SUBSCRIPTION." One (1) of the copies shall be marked "Master Copy" and will contain original signatures. The other copy does not require original signatures.

The Bids must be addressed as follows:

HACC  
349 Wiconisco Street, Room PC223  
Harrisburg PA 17110  
ATTN: Garry Crider, Procurement Services Manager  
RFB12-15 Microsoft Campus Subscription

**END OF ADDENDUM**