



Purchasing Department
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IFB ADDENDUM NO. 1:

Date: August 25, 2022
Reference IFB #GMU-1826-23
Title: Recruitment Services- Contingency and Retained
RFP Issued: August 8, 2023
Proposal Due Date: September 7, 2023 @ 2:00 PM EST

The following changes are hereby incorporated into the aforementioned IFB:

1. ATTACHMENT B: VENDOR DATA SHEET

1. Qualification:
 - a. Removal of 5 years' experience requirement.
2. References:
 - a. Removal of 3 required reference, change to 1 required reference, must be higher education institution to match requirement of IFB.

I hereby acknowledge receipt of IFB #GMU-1826-23 Recruitment Services- Contingency and Retained.

NAME OF FIRM

NAME (Print or typed)

SIGNATURE

DATE

**ATTACHMENT B
VENDOR DATA SHEET**

Note: The following information is required as part of your response to this solicitation. Failure to complete and provide this sheet may result in finding your bid non-responsive.

1. Qualification: The vendor must have the capability and capacity in all respects to satisfy fully all of the contractual requirements.
2. Vendor's Primary Contact: Name: _____ Phone: _____
3. Years in Business: Indicate the length of time you have been in business providing this type of good or service:
_____ Years _____ Months
4. Include as an attachment to your bid a summary of your firm's history & biographies of key personnel.
NOTE: This information will have no effect on award.
5. References: Indicate below a listing of at least one (1) reference from a previously placed permanent position for an institution of higher education.

A. Company: _____ Contact: _____
Phone : (____) _____ Fax: (____) _____
e-mail address: _____

B. Company: _____ Contact: _____
Phone : (____) _____ Fax: (____) _____
e-mail address: _____

C. Company: _____ Contact: _____
Phone : (____) _____ Fax: (____) _____
e-mail address: _____

I certify the accuracy of this information:

Signed: _____ Title: _____

Printed Name: _____ Date: _____