



VIRGIN ISLANDS HOUSING FINANCE AUTHORITY

Community Development Block Grant – Disaster Recovery Program
3438 Kronprindsens Gade · GERS Complex 1st Floor · Suite 4
St. Thomas · U. S. Virgin Islands · 00802-6447
Telephone (340) 777-4432 · Fax (340) 775-7913

INVITATION FOR BIDS FOR

ADDENDUM 1

MULTI-FUNCTION PRINTERS

IFB 001-2020-DR-STT/STX

Issue date:

December 19, 2019

Submittal deadline:

January 2, 2020

Contact person:

Nicole Roberts
Procurement/Contract Officer
Virgin Islands Housing Finance Authority
Community Development Block Grant - Disaster Recovery
nroberts@vihfa.gov



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ADDENDUM NO. 1

Invitation for Bids

Community Development Block Grant – Disaster Recovery Program

Multi-Functional Printers

IFB-001-2020-DR-STT/STX

This addendum is issued to modify the previously issued IFB document and/or given for informational purposes and is hereby made a part of the IFB document. The proposer must acknowledge the receipt of any and all addenda by responding back to nroberts@vihfa.gov and acknowledging it in the IFB Cover Letter, Enclosure Document A.

The following sections is hereby amended/change:

- **10.0 INVITATION FOR BID SCHEDULE**

The following dates are proposed by VIHFA. The deadlines associated with this IFB are further outlined:

IFB SCHEDULE	DATES	TIME
IFB Issue Date	December 19, 2019	8:00 a.m. – 4:00 p.m.
IFB Submittal Deadline	December 31, 2019	10:00 a.m.
IFB Bid Opening	December 31, 2019	10:15 a.m.
NEW IFB Submittal Deadline	January 2, 2020	10:00 a.m.
IFB Bid Opening	January 2, 2020	10:15 a.m.

The VIHFA reserves the right to change the Schedule of this IFB by issuing an Addendum at any time.

- **12.0 DELIVERY OF BID PACKAGES**

All responses to this RFP are to be submitted no later than **10:00 AM AST** on **January 2, 2020**. Submissions must be packaged in a sealed envelope, (1original, 2 copies). The VIHFA will **not** considered fax or email submission of bid.



St. Thomas Office: 3202 Demarara Plaza • Suite 200 • St. Thomas, USVI 00802-6447 Telephone: (340) 777-4432

St. Croix Office: 100 Lagoon Complex • Suite 4 • Frederiksted, VI 00840-3912 • Telephone: (340) 772-4432

Bid Packages must be submitted via mail or hand delivered to:

Virgin Islands Housing Finance Authority
Community Development Block Grant-Disaster Recovery Program
3438 Kronprindsens Gade
GERS Complex 1st Floor, Suite 4
St. Thomas, VI 00802
Attention: Nicole Roberts

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The envelopes must be clearly marked. Failure to clearly mark each bid package with this information may cause VIHFA to inadvertently open the bid package before official closing date and time. VIHFA will mark all received bid packages with the date and time of receipt. Bids received after the official deadline will be considered **LATE** and will **not** be opened nor considered.

All other requirements and provision of IFB-001-2020-DR-STT/STX, Multi-Functional Printers, shall remain in full force and effort.

Each Proposer shall make reference in his proposal to Addendum 1 to the IFB Documents. Failure to do so may result in the Proposer's disqualification.



Antoinette Fleming, Director

Community Development Block Grant – Disaster Recovery

12/23/19
Date