



December 17, 2021

ADDENDUM NO: FOUR

TO ALL OFFERORS:

REFERENCE: RFP No: 2022-RFP-8120330
Commodity: Managed Print Services and Lease/Purchase of Multifunction Devices
RFP Closing On: **January 3, 2022**

1. Please **see NEW PROPOSAL DUE DATE. It is changing from Wednesday, December 22, 2021 to January 3, 2022. Proposals may be sent in electronically.**
2. All other terms and conditions of the solicitation remain unchanged. Sealed proposals must be received in accordance with the solicitation requirements by 3:00 p.m. EDT on January 3, 2022. Late proposals will not be considered.
3. A signed acknowledgement of this addendum must be received by this office attached to your proposal. Signature on this addendum does not constitute your signature on the original proposal document. The original proposal document must be signed also.

Debra Shifflett

Debra Shifflett, Buyer II
Phone: (434) 296-5854

Name of Firm

Signature/Title

Date

Printed Name