



**ADDENDUM #1  
THREE-YEAR FLEET SHAMPOO W/TWO-YEAR OPTION**

**APRIL 23, 2021**

**The following change(s) have been made to the Invitation for Bid mentioned above:**

Use the form(s) below when submitting your documents for this procurement.

If you have any questions, please do not hesitate to contact me.

Ashley Best – Contract Administrator  
901-722-7182  
[abest@matatransit.com](mailto:abest@matatransit.com)

**BID FORM  
THREE-YEAR SUPPLY OF FLEET SHAMPOO  
WITH TWO-YEAR OPTION**

BID TO: The Memphis Area Transit Authority. This Bid is made in accordance with all Bid requirements, conditions, specifications and provisions on file in the offices of the Memphis Area Transit Authority, Memphis, Tennessee, which have been carefully examined and which are attached hereto.

YEAR ONE 6/1/2021 – 5/31/2022				YEAR TWO 6/1/2022 – 5/31/2023			
Qty.	Price Per Gal.	Total Price	Firm (Y/N)	Qty.	Price Per Gal.	Total Price	Firm (Y/N)
24 (55 gal) Drums Fleet Shampoo	\$	\$		24 (55 gal) Drums Fleet Shampoo	\$	\$	

**This equals 15,840 gallons of soap per year.**

**This quantity is based on a combination of the past usage and the forecasted usage of the Contract Term. MATA is not obligated to purchase residual stock remaining in the seller’s inventory at the conclusion of the contract term.**

Price quoted should be a firm rate for year one of the contract. Price must include all prepaid tax-exempt charges for furnishing and delivering conforming goods. If the price quoted is not firm for the entire contract period Bidder must indicate how prices will be adjusted.

**DILUTION RATIO OF PRODUCT YOU WILL PROVIDE MUST BE 60:1**

The quantities listed are acknowledged to be only MATA’s estimate of projected need for the duration of the contract, which quantities are not binding upon MATA and not part of the contract.

The undersigned understands that any condition stated above, clarification made to the above or information submitted on or with form – other than that requested may render the bid unresponsive.

NAME OF INDIVIDUAL/PARTNER/CORPORATION: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ FAX \_\_\_\_\_

EMAIL: \_\_\_\_\_

BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**IMPORTANT – BID MUST BE SIGNED**

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WITH TWO-YEAR OPTION**

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**YEAR THREE  
6/1/2023 – 5/31/2024**

<u>Qty.</u>	<u>Price Per Gal.</u>	<u>Total Price</u>	<u>Firm (Y/N)</u>
(24 (55 gal) Drums Fleet Shampoo	\$ _____	\$ _____	_____

**This equals 15,840 gallons of soap per year.**

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WITH TWO-YEAR OPTION**

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**TWO-YEAR OPTION**

OPTION YEAR ONE 6/1/2024 – 5/31/2025				OPTON YEAR TWO 6/1/2025– 5/31/2026			
Qty.	Price Per Gal.	Total Price	Firm (Y/N)	Qty.	Price Per Gal.	Total Price	Firm (Y/N)
24 (55 gal) Drums Fleet Shampoo	\$	\$		24 (55 gal) Drums Fleet Shampoo	\$	\$	

**This equals 15,840 gallons of soap per year.**

**This quantity is based on a combination of the past usage and the forecasted usage of the Contract Term. MATA is not obligated to purchase residual stock remaining in the seller’s inventory at the conclusion of the contract term.**

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EMAIL: \_\_\_\_\_

BY: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

**IMPORTANT – BID MUST BE SIGNED**