

***WAKE COUNTY PUBLIC SCHOOL SYSTEM  
BID ADDENDUM***

**THIS BID ADDENDUM DOES NOT HAVE TO BE RETURNED**

**Bid Number: 251-26-057**

**Description:** Toilet Tissue, Standard Roll

**Opening Date/Time: September 10, 2025 @ 1:00 pm EST**

**Addendum Number: 01**

**Addendum Date: 9/2/2025**

**INSTRUCTIONS:** The IFB referenced above shall be updated as follows:

**ATTACHMENTS:**

- 1) Attachment 1 - WCPSS Response to Vendor Questions
- 2) Attachment 2 –Revision to Original IFB – Add minimum delivery provision

## Questions for IFB #251-26-057 – Toilet Tissue, Standard Roll

#	Reference	Vendor Question	Answers
1	Delivery	Regarding delivery, it appears this is “as needed” and the quantity to be quoted is 967, however, there is no minimum or maximum. My question is what is the average order monthly?	No average monthly order.  See attached, minimum order requirement added.
2	Specifications	Do rolls need to be individually wrapped, or are bulk/unwrapped rolls acceptable?	Yes, rolls should be wrapped
3	Delivery	Will delivery be made to a central warehouse or directly to individual schools?	Central Warehouse
4	General	Do all delivery locations have dock access, or will liftgate service be required?	Dock access
5	General	How much lead time will be given between the purchase order and expected delivery?	Purchased as needed based on inventory levels and you propose delivery lead-time.
6	General	Will invoices be submitted through an electronic portal, or by email/mail?	Mail, deliver or email all invoices to the Accounting Department.
7	General	Is a manufacturer’s authorization statement needed like it is for the food commodities?	No
8	Specifications	Would WCPSS consider a toilet roll with a smaller sheet size?	No
9	Delivery	Would WCPSS take drop shipped orders?	Yes, if delivered per bid requirements (individual wrapped pallets and max height 86’’) )
10	Delivery	Is a lift needed or dock?	No lift required, dock/central warehouse

**MINIMUM ORDERS**

The minimum order is \$500.00 for a single order.

**WITH THE POSTING OF THIS ADDENDUM, THIS IFB WILL BEGIN A “QUIET PERIOD  
UNTIL IT IS OPENED”**

**NO NEW QUESTIONS CAN BE ANSWERED**