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TO: All Interested Bidders

DATE: February 22, 2024

RE: **Request for Quote for EM Symposium**

ADDENDUM #1

The following constitutes Addendum #1 to the above referenced solicitation. This addendum is divided into the following parts:

Part 1: Answers to questions.

Part 2: Additions, deletions, and modifications to the RFQ

The Quote submission due has been revised from 2/26/2024 to 3/7/2024.

ALL published documents have been updated to reflect any changes as of the date of this addendum.

It is the bidder's responsibility to ensure that all changes are incorporated into their RFQ submissions.

All other instructions, terms and conditions of the RFQ shall remain the same.

PART 1
Answers to Questions

Question #	Section	Question	Response
1	Section 1.4 Bullet B	“Run of show” the day of the event – providing the necessary director, production, and technical crew necessary to support the draft virtual event structure (Attachment 1); Attachment 1 missing.	Please see Part 2, Question 1.

PART 2

Additions, Deletions, and Modifications

All additions, deletions, and modifications have been incorporated into the posted documents as of the date of this addendum

RFP Document – Additions, Deletions and Modifications

1. Attachment 1 has been added.