

**Request for proposals (RFP)**

**Amendment Number 1**

**Instructions to Proposers Re: RFP 19582**

**Travel Services Providers**

**Responsibility of Each Vendor Participating in the Request for Proposal (RFP) Process**

It will be the responsibility of each participating Vendor to refer daily to the OUS Business Opportunities website to check for any available amendments or addenda, responses to inquiries and/or questions, cancellations, or intents to award, and any and all additional information regarding this opportunity that is posted. It is not Portland State University’s responsibility to notify participating Vendors by email or by any other means of any of the above. Copies of this document can be obtained on the web site as well. The web link follows.

**Web Link:** [**https://secure.ous.edu/bid/**](https://secure.ous.edu/bid/)

**RFP # 19582 Travel Services Provider**

REQUEST FOR PROPOSALS: AMENDMENT NUMBER 1

DATE ADDENDUM ISSUED: June 22, 2012

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**PURPOSE OF THIS ADDENDUM:**

Following is the purpose of this Addendum to PSU RFP 19582 Travel Services Provider.

Adjustment to RFP’s Schedule of Events to allow more time for proposal preparation and evaluation by committee.

**RFP Amendment 1**

**SECTION 1: INSTRUCTIONS TO PROPOSERS**

**RFP Proposal Deadline for Receipt by PSU Purchasing & Contracting Office (Pg.7)** shall be amended to reflect the change of the Day/Date for proposal receipt **from June 20, 2012 to July 2, 2012\*.**

**\* Proposals must be received by the PSU Purchasing and Contracting Office no later than 3:00 p.m. PDT (Pacific Daylight Time) on this date.**

***NOTICE: PSU assumes no liability for inadvertent errors or mistakes in this document. PSU will answer all vendor questions to the best of our ability with the information we have readily available at the time of issuance of this document.***