



Oregon State University

OSU Furniture and Office Equipment - Supply, Deliver and Install: Campus Wide

RFP #2026-020401

ADDENDUM NO. 2

ISSUE DATE: January 12, 2026

CONTRACT ADMINISTRATOR:

Ben Baggett, Contract Officer

Construction Contracts Administration

Email: ConstructionContracts@oregonstate.edu

This Addendum is hereby issued to inform you of the following revisions and or clarifications to the above-referenced RFP and/or the Contract Documents for the Project, to the extent they have been modified herein. Any conflict or inconsistency between this Addendum and the Solicitation Document or any previous addenda will be resolved in favor of this Addendum. Proposals shall conform to this Addendum. Unless specifically changed by this Addendum, all other requirements, terms and conditions of the Solicitation Document and or Contract Documents, and any previous addenda, remain unchanged and can be modified only in writing by OSU. The following changes are hereby made:

QUESTIONS:

Item 6

Q1: We had a question about the format of the manufacturer pricing tables (ref. Exhibit 2 'Product Category Discounts'). The table currently requests manufacturer list price and then "MSRP discounts." Are we able to just fill in MSRP discounts?

A1: The manufacturer list price is not necessary to include in the proposal. Each table proposed must include at minimum, the proposed Manufacturer's name and the MSRP discount percentage(s) for each associated category under that Manufacture, using the category names as provided in the RFP table in Exhibit 2 'Product Category Discounts.'

END OF ADDENDUM NO. 2