



**IFB 21-002
T-SHIRTS FOR THE FY21 COMMUTER CONNECTIONS
BIKE TO WORK DAY EVENT
ADDENDUM 3**

Answers are in **bold**.

1. In the Tee shirt industry "Youth Large" is considered a suitable an equivalent of Adult XS for garments that are not manufactured in Adult XS. In other words, some brands and styles simply are not manufactured in Adult XS, but they have an equivalent shirt in Youth Large. - Is "Youth Large" or possibly "Youth XL" acceptable in place of Adult XS for this project?

NO, it must be Adult XS as stated in the IFB.

2. When the bid is awarded, is the artwork provided in vector format? (Typically a .ai or .eps file)...

IFB states... *"Art charges: Art files will be provided by COG's contractor in requested format. Please indicate any charges for handling design/logos"*

Vendor must calculate their pricing based on providing the artwork. COG will provide the design information. It is up to the vendor to use the type of file that will provide a quality print. Additional charges must be stated on the bid.

3. Please confirm: The Metropolitan Washington Council of Governments (or any other named purchasing party) is sales tax exempt, verifiable with either a sales tax exemption card or a letter of sales tax exemption from the IRS.

COG is a tax-exempt organization. A letter from the IRS available upon request when the award is made.

4. In the INVITATION FOR BID, SECTION III, B. PAYMENT:
Winning vendor must accept payment via credit card or ACH.
- is this "payment method" at the discretion of the purchaser or at the discretion of the bid winner/contractor?

As per the IFB the vendor has a choice, but COG will not cut checks for invoices.