

MONTGOMERY COLLEGE • OFFICE OF BUSINESS SERVICES
REQUEST FOR PROPOSAL TITLE: PURCHASING & CORPORATE CREDIT CARD PROGRAM
RFP NUMBER: E523-014
RFP CLOSING DATE AND TIME: MAY 4, 2023 @ 3:00 PM



ADDENDUM #4
Issued: April 19, 2023

PURPOSE OF ADDENDUM:

- To provide answers to all vendor questions received by the question submittal deadline. See following page/s.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: All proposals MUST BE RECEIVED **electronically** by 3:00pm Eastern Daylight Time on **May 4, 2023**.

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Question	Montgomery College Answer
Can you provide a vendor file so that we can conduct an analysis?	Vendor file will be provided to contract awardee only.
What expense management system is the College using for procurement and T&E expenses?	Workday.

*******END OF QUESTIONS AND ANSWERS*******