

## **GUILFORD COUNTY SCHOOLS**

### **ADDENDA #2 Quote#5279 Toner Cartridges**

**Here is a list of questions sent in by bidders. Please sign and return this form with your bid to acknowledge receipt of this addendum.**

1. If your company is a certified MBE and HUB in the state of Texas, are you still required to complete the MBE forms? My firm will perform 100% of the work. Are the forms required to be notarized in North Carolina?

#### **Answer**

- a. The MWBE forms must be completed by all firms regardless of ethnicity or certification status. In addition, reciprocity does not exist for the State of Texas and the firm should become certified in the state of North Carolina if you plan to do business as a recognized MWBE firm. The website link for certification is <http://www.doa.nc.gov/hub/programs.aspx?pid=certification>
  - b. If your firm is completing 100% of the work with in-house forces, you should complete Affidavit B. If your firm will be subcontracting out any portions of the job, you should complete Section II indicating percentage of work to be performed by a minority company.
  - c. You are not required to have the forms notarized in North Carolina.
2. If you are an out-of-state company, are you required to complete the MWBE forms?

#### **Answer**

- a. Yes, the MWBE requirements apply to all companies interested in doing business with Guilford County Schools.

**GUILFORD COUNTY SCHOOLS**  
**ADDENDA #2**  
**Quote#5279**

VENDOR: \_\_\_\_\_

SIGNATURE OF AUTHORIZED REPRESENTATIVE:

\_\_\_\_\_

NAME OF AUTHORIZED REPRESENTATIVE (TYPED OR PRINTED):

\_\_\_\_\_

DATE: \_\_\_\_\_