



**Department of General Services
Procurement Division**

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Broadcast Date: December 12, 2006

TO: Purchasing Authority Contacts (PACs)

RE: Bidder Instructions – Revised November 17, 2006

The State's Bidder Instructions have been revised and are available at the following Department of General Services, Procurement Division (DGS/PD) web site [here](#).

Specifically, the following paragraphs have been revised:

- Paragraph 8, Evaluation of Bids: Subparagraph (e) has been inserted to identify the recycled content plastic trash bag certification requirement.
- Paragraph 20, Bid Evaluation Preferences: Law citation for recycle preference changed to only identify tire-derived products. (see 9/28/06 revision)

All departments granted non-IT and/or IT purchasing authority by the DGS/PD must immediately incorporate the applicable Bidder Instructions into all new and in-process solicitations, as applicable to the particular solicitation.

Departments are reminded that the State's Bidder Instructions have been developed to protect the State's interests and, as such, modifications to this language are prohibited unless approved by the DGS/PD Contract Negotiations Manager. Requests to modify language must be coordinated through the DGS/PD's Purchasing Authority Management Section (PAMS).

Questions or concerns regarding this notification should be addressed to:

PAMS@dgs.ca.gov.