

AMENDMENT OF SOLICITATION / MODIFICATION OF CONTRACT				1. Contract Number		Page of Pages	
						1 1	
2. Amendment/Modification Number A00004		3. Effective Date December 02, 2009		4. Requisition/Purchase Request No.		5. Solicitation Caption Office Supplies, General	
6. Issued by: Office of Contracting and Procurement DC Supply Schedule 441 4 th Street, NW, Suite 700S Washington, DC 20001				7. Administered by (If other than line 6) Office of Contracting and Procurement DC Supply Schedule 441 4 th Street, NW, Suite 700S Washington, DC 20001 Karen Hubbard-Washington (202) 724-5460			
8. Name and Address of Contractor (No. street, city, county, state and zip code)				9A. Amendment of Solicitation No. PODS-2002-R-615-00			
				9B. Dated (See Item 11) July 17, 2002			
				10A. Modification of Contract/Order No.			
				10B. Dated (See Item 13)			
Code	DUNS:	TIN					
11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS							
<input checked="" type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input checked="" type="checkbox"/> is extended. <input type="checkbox"/> is not extended. Offeror's must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning <u>One (1)</u> copy of the amendment: (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) BY separate letter or fax which includes a reference to the solicitation and amendment number. FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such may be made by letter or fax, provided each letter or telegram makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.							
12. Accounting and Appropriation Data (If Required) <i>To be cited on individual orders issued on behalf of participating agencies</i>							
13. THIS ITEM APPLIES ONLY TO MODIFICATIONS OF CONTRACTS/ORDERS, IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14							
A. This change order is issued pursuant to (Specify Authority): 27 DCMR 3601.2 (c). The changes set forth in Item 14 are made in the contract/order no. in item 10A.							
B. The above numbered contract/order is modified to reflect the administrative changes (such as changes in paying office, appropriation data etc.) set forth in item 14, pursuant to the authority of							
C. This supplemental agreement is entered into pursuant to authority of: Emergency Rulemaking effective March 30, 2005; 27 DCMR 2005.6(d) and mutual agreement of the parties.							
D. Other (Specify type of modification and authority) 27 DCMR, Chapter 16, Section 1607.1 (c)							
E. IMPORTANT: Contractor <input type="checkbox"/> is not <input type="checkbox"/> is required to sign this document and return 2 copies to the issuing office.							
14. Description of Amendment/Modification (Organized by UCF Section headings, including solicitation/contract subject matter where feasible)							
This amendment is being issued to open the current solicitation number PODS-2002-R-615-00 for Office Supplies, General. The opening date shall be December 02, 2009 at 2:00 p.m.							
Except as provided herein, all terms and conditions of the document is referenced in Item 9A or 10A remain unchanged and in full force and effect.							
15A Name and Title of Signer (Type or Print)				16A. Name of Contracting Officer			
				Karen Hubbard-Washington			
15B		15C. Date Signed		16B. District of Columbia		16C. Date Signed	
(Signature of person authorized to sign)				Karen Hubbard-Washington		12-2-09	
				(Signature of Contracting Officer)			