

January 9, 2020
Rhode Island Commerce Corporation

ADDENDUM NO. 1
Questions & Answers

REQUEST FOR QUOTES
WRITING AND COPY-EDITING SERVICES

The Rhode Island Commerce Corporation seeks to retain multiple vendors to provide writing and copy-editing services.

Question #1: Just wondering if there is a form for making a quote, or should we just put it in a regular letter format?

Answer #1: A formatted letter will be sufficient.

Question #2: It says five hard copies and a thumb-drive of quote to be mailed or delivered to the address given? Just want to be sure that's correct, and that an emailed quote won't suffice.

Answer #2: Per the RFQ instructions, five hard copies and an electronic version of your application and portfolio must be mailed or delivered to the Commerce office by the established deadline.

***End of Addendum ***