



***GARLAND INDEPENDENT SCHOOL DISTRICT***

**PURCHASING DEPARTMENT**

*501 S. Jupiter  
Garland, Texas 75042*

**May 13, 2025**

**ADDENDUM 4, RFP #397-25-02**

**Instructional Software, License Subscription, Hardware, and Services (Extended)**

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

**Addition to Section 1.2 Award/Evaluation of Proposals:**

**1.2.10. PRICE ESCALATION PROVISIONS**

The District may elect to place several orders during the term of this Request for Proposal. Proposers must specify minimum order quantities – if any – and are required to hold proposed prices for one year from date of award. After this time, proposed increases may be submitted in writing for approval. Proof of change in market conditions must accompany a request for price increase. Any price increase request is subject to Purchasing Department review and approval. Increases may be submitted for approval but shall not exceed the Consumer Price Index – All items less food and energy. If vendor cannot agree to the CPI increase by default the next lowest vendor may provide a quote that can result in new award.

**1.2.11. PRICE ADJUSTMENTS**

The parties acknowledge that the pricing set forth in this Agreement is based on agreed terms and conditions and known circumstances as of the Effective Date. In the event of a material increase in costs due to factors beyond the reasonable control of the Supplier. The District shall be provided written notice of any proposed price adjustment as soon as practicable, along with reasonable documentation supporting the cause and extent of the cost increase. The District will review the documentation and make a determination regarding the request within ten business days.

**1.2.12. QUOTING PROCEDURE**

In the event that the awarded vendor cannot agree to the CPI increase, vendors will receive request for quotes throughout the term of the contract. Quotes cannot exceed 10% of the contract value.

**1.2.13. PROTEST PROCEDURE**

Any proposer who is aggrieved in connection with a procurement, excepting right of rejection, may protest in accordance with [Garland ISD Board of Trustees Policy CJ Local](#).

*Mayte R. Martinez*  
Mayte R. Martinez  
Assistant Director of Purchasing

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Company Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
City                      State                      Zip

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title