

MEMORANDUM

To: All Interested Vendors

From: Columbus Metropolitan Library Procurement Department

Date: November 18, 2024

Subject: Addendum No. 1
RFP – CML 24-02 Audio Visual Equipment Rental and Services
Extension of Proposal Deadline

Due to requests, the due date for this RFP has been updated to **Monday, November 25, 2024, at noon ET.**

All Proposals must be received no later than 12:00 Noon on November 25, 2024, EST.

**PROPOSERS ARE REQUIRED TO ACKNOWLEDGE THE RECEIPT OF THIS
MEMORANDUM (ADDENDUM NO. 1 ON THE ACKNOWLEDGEMENT OF THE ADDENDA
FORM IN THE RFP DOCUMENTS**