

Office of the Illinois State Treasurer
Michael W. Frerichs

Invitation for Bids
Promotional Products
370-800-26-028

Addendum 1
November 3, 2025

Below are the questions received by the Office of the Illinois State Treasurer (“Treasurer”) and the Treasurer’s responses. But for the removal of identifying information, the questions listed herein are intended to be accurate representations of the questions received; as such, any errors in usage or spelling have not been corrected. Any capitalized terms that are not defined herein have the meaning set forth in the Invitation for Bids Promotional Products 370-800-26-028 (“IFB”) published by the Treasurer on October 23, 2025.

1. For the items listed in Appendix A, are those quantities annual quantities, or are they minimum quantities you will order from time to time?

They are estimated annual quantities based on prior years and, as stated in Section V of the IFB, are provided solely for the purposes of evaluating bids. As further stated in Section V, the Treasurer reserves the right to order under any resulting Agreement any amounts needed of the Promotional Products identified in Exhibit A or other items to meet its needs.

2. Section III #2 references a website on which the Treasurer can view our available products. Will we be inventorying the items you purchase and providing a website on which the Treasurer is able to place an order of these items on a periodic basis to be shipped to various locations? Or is this a website on which the Treasurer is able to see ALL available products we provide?

Please refer to Section VII.N of the IFB as well as Exhibit A for specific records retention requirements. However, the Treasurer seeks a website where it can view all available products and place orders for delivery mostly to its Springfield and Chicago locations listed below.

Office of the Illinois State Treasurer
One East Old State Capitol Plaza
Springfield, IL 62701

Office of the Illinois State Treasurer
555 W. Monroe, 14th Floor
Chicago, IL 60661

3. If the answer to #2 above is that we will be inventorying the goods and pick/pack/shipping the items periodically, is there any history of how many shipments that would be on an annual basis?

While the Treasurer reserves the right to place any number of orders that best meet its needs, the Treasurer would anticipate approximately 25 orders per year.