



TOWN OF MERRIMACK, NEW HAMPSHIRE

FINANCE DEPARTMENT
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Merrimack, NH 03054

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December 9, 2014

ADDENDUM
TO
REQUEST FOR BID
Postage Machine

In reference to the Town of Merrimack's Request for Bid for the Postage Machine, due Tuesday, January 6, 2015, ***please be advised that the following clarifications have been made:***

- *The usage over the last four quarters is as follows:*
 - *October – December, 2013 \$2785.33 (4,654 pieces)*
 - *January – March, 2014 \$7,007.27 (7,437 pieces)*
 - *April – June 2014 \$4,680.62 (5,592 pieces)*
 - *July – September 2014 \$6,907.26 (5,733 pieces)*
- *The Town rarely ships packages.*
- *The usage is pretty consistent except between February and April when liens and deeds are sent out certified mail*

Please contact me at xsimpson@merrimacknh.gov or (603) 424-7075 if you have any questions pertaining to this addendum or other portions of our bid request.