

STATE OF HAWAII  
STATE PROCUREMENT OFFICE  
HONOLULU, HAWAII

April 23, 2026

ADDENDUM 3

TO

INVITATION FOR BIDS

IFB NO. 26003

IMPRINTED ENVELOPES, BUSINESS CARDS, AND GOLD FOIL STATE SEAL STATIONERY

**A clarification is made to IFB No. 26003:**

**Bidders are not required to bid on all Groups.** Bidders shall review the Groups and choose which Group(s) they would like to submit a bid/ offer for.

However, all items and quantities in a Group Offer Form must be bid on. For example, Offer Form 4 (Group A – Imprinted Envelopes, Gummed) contains Items A through E, with six (6) different quantities. Bidder must insert a bid price for all items and all quantities on this Offer Form. If a bid price on an Offer Form for an item is missing, the bid for that Group will be deemed non-responsive, meaning that an award cannot be made.

Reference the IFB, Section 17 Bid Preparation and Section 36 Method of Award.

**The following change is made to IFB No. 26003:**

1. Section 7, Estimated Schedule and Significant Events (Bid Due Date) is amended to May 1, 2026; 2:00 pm HST.

Contract Released	March 4, 2026
Exhibit D (Agency Samples) available for Bidders to view at the SPO	Contract Released Date through Bid Due Date
Pre-Bid Conference	March 12, 2026; 10:00 am HST
Question Submittal Deadline	March 25, 2026; 2:00 pm HST  All questions must be submitted through HiePRO by this date.

Answers to Questions	March 31, 2026; 2:00 pm HST
Bid Due Date	<u>May 1, 2026; 2:00 pm HST</u> <del>April 23, 2026; 2:00 pm HST</del>  Submit bids electronically via HlePRO.
Start Date / Notice to Proceed Date	August 1, 2026




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Dayna Omiya  
Procurement Officer