

## REQUEST FOR PROPOSAL (ITB) AMENDMENT TEMPLATE

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This template prescribes the format and content for a ITB amendment and should be utilized when submitting the State's official, written responses to Respondents after the ITB release date. Note: any State ITB clarification, addenda, Schedule of Events change or official response to questions constitutes an ITB Amendment. Documents of this type must adhere to this template with revisions only as instructions permit. A Rule Exception is required unless the deviation is immaterial; however, even immaterial deviations are subject to disapproval.

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Procurement professionals should complete template fields and follow, replace, or otherwise address red instructional text (e.g., **State Agency Name, amount, will/will not**) as indicated and with conforming font and color. Draft the document using the applicable optional sections available in the ITB Amendment Template, which begins after the additional instructional text below:

1. **ITB Schedule of Events.** Each amendment must include a ITB Schedule of Events that either updates or confirms all scheduled dates. Insert the ITB Schedule of Events from the last release of the ITB, as amended and add, delete, or modify the Schedule of Events as appropriate. Please refer to the ITB Template for the recommended minimum amount of time between events. Consider whether the ITB Amendment warrants an extension of the Response Deadline to ensure adequate time for Respondents to respond.
  
2. **The State's Responses to Written "Questions & Comments".** Delete this section (appropriately renumbering any subsequent sections) if this amendment will not include Respondents' questions and comments and the State's responses.  
 In the Question/Comment column, copy the question or comment received by the State. In the State Response column, the CPO will assume that the proposed State responses have been vetted by Agency leadership or Counsel, as appropriate.
  
3. **New ITB Release.** Delete this section (appropriately renumbering any subsequent sections) if the amendment will not attach a completely new ITB Release.  
 This section offers a ITB amendment option for instances where publishing a new ITB release may make it easier for Respondents to understand the changes made. Draft a new ITB Release to emphasize ALL revisions from the replaced ITB as indicated by the template text.
  
4. **Delete and Replace Section(s).** Delete this section (appropriately renumbering any subsequent sections) if the amendment will attach a completely new ITB Release or if this section is otherwise not applicable. Repeat the template text for this section as needed for each individual ITB section deletion.
  
5. **Add Section(s).** Delete this section (appropriately renumbering any subsequent sections) if the amendment will attach a completely new ITB Release or if this section is otherwise not applicable. Repeat the template text for this section as needed for each individual ITB section addition.
  
6. **ITB Amendment Effective Date.** Each amendment must include an ITB Amendment Effective Date as the last section. Renumber as appropriate.

**APPROVAL, PUBLICATION & NOTICE INSTRUCTIONS**

1. **Approval.** Each ITB amendment must be approved for release by the Central Procurement Office (CPO) and the Comptroller of the Treasury, if those approvals were required on the original ITB.
2. **Publication.** Once an amendment is approved, e-mail one business day before the ITB amendment release date: a final copy of the amendment ready to be published online (typically presented as one (1), PDF format, digital file) to the Central Procurement Office (CPO); and send a copy to the Comptroller's office.
3. **Notice.** On the release date of an approved ITB amendment, send a notice of the ITB Amendment to all Respondents that submitted a Notice of Intent to Respond.



STATE OF TENNESSEE  
Department of General Services for Vehicle Asset Management

**INVITATION TO BID (ITB) # 32101-0012987  
AMENDMENT # 1  
FOR JOHN DEERE 8R 340 TRACTOR**

DATE: November 15, 2023

ITB # 32101-0012987 IS AMENDED AS FOLLOWS:

1. State responses to questions and comments in the table below amend and clarify this ITB.

Any restatement of ITB text in the Question/Comment column shall NOT be construed as a change in the actual wording of the ITB document.

Specifications SECTION	QUESTION / COMMENT	STATE RESPONSE
Rear Power Take-Off (PTO)	1 "1000 PTO rpm" (In Base Equipment) <b><u>OR</u></b> "1000 PTO r.p.m. and 1000 Economy rpm PTO shiftable" (Option)	1000 PTO RPM. The State requests the Standard Option. Please refer to Specifications Section Rear Power Take-Off (PTO), Bullet 2.
Front Hitch	2 "Front Hitch" and "Front PTO" are valid OPTIONS. The Front PTO is dependent on having the Front Hitch. a. There is another requirement in the Loader section of the Specifications for a "700M Loader". The 700M Loader cannot be installed on a tractor with a) a Front Hitch or b) Front Dual Wheels (clarification required on this as well below).	No front hitch or loader, just weights. Please note Specifications Sections "Front Hitch" and "Loaders" have been removed.
Front Axle	3 "Dual Front Wheels" (In Base Equipment) <b><u>OR</u></b> "Single Front Wheels" (Option Deduct)	Dual front wheels. The State requests the Standard Option.
Electrical System	4 "LED Lighting package" (In Base Equipment) <b><u>OR</u></b> "Halogen	LED Lighting Package. The State requests the Standard Option.

Specifications SECTION	QUESTION / COMMENT	STATE RESPONSE
	Lighting Package” (Option Deduct)	Please refer to Specifications Section “Electrical System” bullet 4.
Operator Station	5 “Air Seat” (In Base Equipment) <b>OR</b> “Active Seat II” (Option 1) <b>OR</b> “Air Seat plus Cab Suspension” (Option 2)	Active Seat II (Option 1). Please refer to Specifications Section “Operator Station” bullet 1.
Operator Station	6 <b>**Note**</b> The “4600 Generation 4 CommandCenter” has been replaced by the “G5Plus CommandCenter” for Model Year 2024 Tractors.	The G5Plus CommandCenter will be sufficient. The State requests the Standard Option. Please refer to Specifications Section “Operator Station” bullet 4.

2. Delete ITB specifications “John\_Deere\_8R\_340\_Tractor\_Specifications\_FINAL.pdf” in its entirety and insert the following in its place “Revised Specs JohnDeere11.14.2023” (any sentence or paragraph containing revised or new text is highlighted):
  
3. **ITB Amendment Effective Date.** The revisions set forth herein shall be effective upon release. All other terms and conditions of this ITB not expressly amended herein shall remain in full force and effect.