

## AMENDMENT NO.3 TO SOLICITATION

TO: ALL VENDORS

FROM: Charles Johnson, Procurement Manager

SUBJECT: SOLICITATION NUMBER: USC-RFP-2043-CJ SALES, WAREHOUSING, DISTRIBUTION, AND ACCOUNT MANAGEMENT OF NATIONAL RESOURCE CENTER FOR THE FIRST-YEAR EXPERIENCE & STUDENTS IN TRANSITION (NRC) PUBLICATIONS

DATE: September 15, 2011

This Amendment No.3 modifies the Request for Proposals only in the manner and to the extent as stated herein.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 3 IN THE SPACE PROVIDED BELOW AND RETURN IT WITH THEIR BID RESPONSE. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Name of Offeror

Date

IT IS THE UNIVERSITY'S UNDERSTANDING THAT THE TYPICAL BUSINESS MODEL FOR MOST WAREHOUSE/DISTRIBUTION ARRANGEMENTS IS FOR THE WAREHOUSERS TO TAKE A FIXED PERCENTAGE OF NET SALES FOR THEIR SERVICES RATHER THAN SETTING A FIXED PRICE PER YEAR. THEREFORE, THE UNIVERSITY HAS DECIDED THAT FOR THIS SOLICITATION, FIXED ANNUAL FEE FOR THE CONTRACT IS DEFINED AS A FIXED PERCENTAGE ON NET SALES (GROSS SALES LESS FEES COLLECTED FROM CUSTOMERS FOR SHIPPING AND HANDLING AND APPLICABLE SALES TAX).