

Solicitation Amendment No. 002

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To: Prospective Bidder/Offeror:	Date:
	September 12, 2011
Project Title:	Project No.:
Employee Assistance Program Services	11-33
<p>Description of Solicitation Amendment:</p> <p>The request for Proposals (RFP) for Employee Assistance Program Services. (Project No. 11-33) is hereby amended as set forth below.</p> <p>1) <u>Proposal Due Date:</u> The proposal due date contained in the RFP (Project No. 11-33) in the original solicitation is hereby changed to read as follows: HCC will accept sealed proposals in original form to provide Employee Assistance Program Services until 4:00 P.M. (local time) on September 20, 2011. Proposals will be received in the Procurement Operations Department, 3100 Main Street (11th Floor, Room 11A06), Houston, Texas 77002.</p> <p>2) <u>Project Number:</u> The Project Number in the solicitation for Employee Assistance Program Services is hereby changed from Project No. 11-34 to Project No.11-33 through-out the document.</p> <p>3) <u>General Terms & Conditions (Attachment No. 4):</u> Amend General Terms & Conditions, Attachment No. 4, Items # 15, Insurance Requirements to read: The Contractor agrees to comply with the insurance requirements contained in Attachment No. 15.</p> <p>Except as provided herein, all terms and conditions of the solicitation, remain unchanged and in full force and effect.</p>	
Acknowledgement of Amendment No. _____ by:	Date:
Company Name (Bidder/Offerer):	
Signed by:	
Name (Type or Print):	Title: