

Date: December 8, 2025

To: All Interested Respondents

From: AOCRFQ2.MBX@njcourts.gov

**Re: RFQ JUDAOC-26-12 – CUSTOM PRINTED ENVELOPES AND
SPECIALLY PRINTED PAPER, JUDICIARY PRINT SHOP**

Amendment #1

The following constitutes Amendment #1 for the above referenced bid:

- Answers to questions received by Bidder Electronic Questions Due Date.
- Submission Date extended to Monday, December 22, 2025, at 5:00 pm
 - Request for Samples Extended to Wednesday, December 10, 2025, at 5:00 pm
- Amended RFQ with following changes
 - Updated Submission Date
 - Updated RFQ Date
 - Updated Section 4.1.1 Custom Printed Envelopes Requirements (Group A)
- Amended Judiciary Price Sheet Attachment 1
 - Updated Print Color for #10 Permit 21 “Official Legal Notice” White Wove and Civil Mailers – 1st Class White Wove.
- Amended Judiciary Custom Printed Envelope Examples Attachment 2
 - Amended 9 x 12 First Class Mailers to reflect 28lbs instead of 24 lbs.

**NOTE: Submission Date: Monday, December 22, 2025, at 5:00 pm
Samples Request Date: Wednesday, December 10, 2025, at 5:00 pm**

	RFQ Section Reference	Question	Answer
1.	Section 2.1 Question and Answer Period, Subsection C.	Are samples available upon request?	Yes, samples are available. Request for samples is extended and must be received via email to AOCRFQ2.mbx@njcourts.gov by Wednesday, December 10, 2025, 5:00 pm. Emails must include contact name and address.
2.	Section 3.6.10 Subcontractor Utilization Plan	Is stating that subcontractors cannot be named due to confidentiality agreements grounds for disqualification?	Yes, this would be grounds for disqualification. A subcontractor form is required.
3.	Envelopes	Please provide the make and model of your high-speed inserter.	(2) Bell & Howell Forerunners (1) B&H Ascender
4.	All	Please confirm all envelopes will print the same with no variable data.	No Variable Data.
5.	All	Are there any special gum requirements for the envelopes, or will the inserter specs answer this question?	Inserter specs should answer.
6.	All	Please confirm all windows have cello and are not open windows.	All windows are Cello.

7.	All	Are there any special cello requirements for the envelopes, or will the inserter specs answer this question?	Inserter specs should answer.
8.	All	Proofs do not show if there is an inside tint, please confirm.	No tint.
9.	#10 Permit 21 Official Legal Notice	Artwork shows 2 colors (red and black) and print color black on pricing sheet. Please confirm which it is to be.	Official Legal Notice are Black and Red. Please reference UPDATED JUDAO-26-12 Price Sheet Attachment 1 - Amendment 1.pdf.
10.	9 x 12 Civil Mailers 1st Class	The art file shows no print but the bid documents shows black. Please confirm if this envelope is printed.	No printing on the First Class 9 X 12.
11.	9 x 12 Civil Mailers 1st Class	Sheet shows 28# stock but artwork shows 24# stock. Please confirm what stock is desired.	9 x 12 are 28lb. Please reference UPDATED Custom Printed Envelope Examples Attachment 2 - Amendment 1.pdf.
12.	Section 4.3 Delivery Requirements	Please provide the city, state and zip code for the two delivery locations.	A majority of deliveries will be to the existing Print Shop at 25 Market Street, Trenton, NJ 08611. There are plans to open a secondary Print Shop location located within Trenton, NJ. Other locations may be used within the state of New Jersey.