

# User's Manual

APPENDIX IV

**SBDI**  
Saskatchewan Bid Depository Inc.  
contactus@sbdi.ca  
www.sbdi.ca

## TENDERING AUTHORITY ADDENDA CONFIRMATION

DATE: \_\_\_\_\_

NAME OF FIRM: \_\_\_\_\_ ATTENTION: \_\_\_\_\_

PROJECT: \_\_\_\_\_

SUBCONTRACTOR CLOSING DATE: \_\_\_\_\_

GENERAL CONTRACTOR CLOSING DATE: \_\_\_\_\_

With reference to the above project received at the SBDI, \_\_\_\_\_ Branch on \_\_\_\_\_, be advised that the final addenda will be accepted at our office no later than (2) working days before the Subcontractor closing date. The Subcontractor closing date for this project is \_\_\_\_\_, therefore the final date addenda will be accepted is \_\_\_\_\_. This is documented in Rule 4.1.4 of the SBDI User's Manual. If for a particular reason the two-day deadline cannot be met simply notify the SBDI Authority and extend the project closing date by the number of working days to comply.

Yours truly,

SASKATCHEWAN BID DEPOSITORY INC.  
BRANCH MANAGER

**PLEASE CONFIRM RECEIPT**

SASKATCHEWAN BID DEPOSITORY INC.  
BRANCHES: