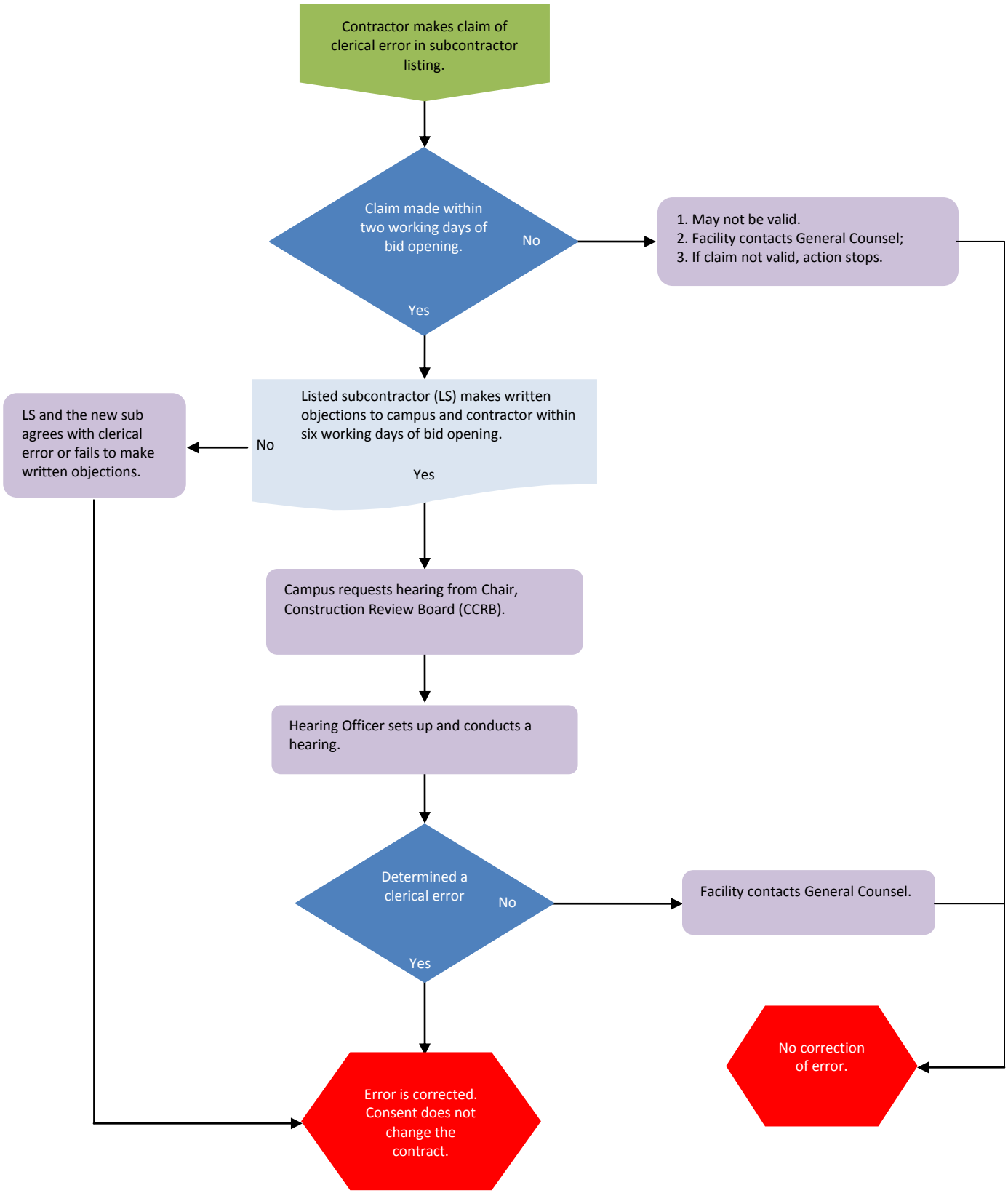SUBSTITUTION PROCEDURES DURING THE BIDDING PERIOD FOR CLERICAL ERROR