

**Charleston County School District  
 Request for Proposals  
 AMENDMENT #1**

**Solicitation Number: P1804**

**Description: Warehouse Equipment and various MRO Supplies for Charleston County School District**

**Date: December 6, 2017**

**SUBMIT OFFER BY: January 17, 2018 BY 2:00 PM ET**

**QUESTIONS MUST BE RECEIVED BY: November 30, 2017 by 2:00 PM ET**

**NUMBER OF COPIES TO BE SUBMITTED: One (1) Original Copy, Three (3) Hard Copies and One (1) USB Flash Drive  
 (See page 2 for details)**

**PROCUREMENT OFFICIAL CONTACT:**

**Procurement Services  
 Attention: Raymond Jenkins  
 3999 Bridge View Drive  
 North Charleston, SC 29405  
 Phone: 843-566-8826  
 Email: raymond\_jenkins@charleston.k12.sc.us**

**The term "Offer" means your "Bid" or "Proposal".**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

You must submit a signed copy of this form with your offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold your offer open for a minimum of ninety (90) calendar days after the Opening date.

Print Name of Offeror (Full legal name of business submitting the offer)		Date Signed
Authorized Signature (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		Taxpayer Identification No.
Title (Business title of person signing above)		Telephone Number
Printed Name (of person signing above)		Facsimile Number
Company Address (Street, City, State & Zip Code)		
Contact Person(if different than authorized signature)		Email Address
Telephone Number	Facsimile Number	

Cover Page

The above numbered Request for Proposals is amended as set forth below. The Hour and Date specified for receipt of proposals has not been extended. Bid Schedule has not been amended.

**Reference and acknowledge this Addendum on the offer submitted.** Failure to acknowledge addendum may result in rejection of your offer. If by virtue of this addendum you desire to change an offer already submitted, such change may be made by submitting an amended bid prior to the closing date and hour specified.

### **AMENDMENTS TO SOLICITATION**

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://academicdepartments.musc.edu/vpfa/finance/purchasingap/vendors/solicit-awards/bids.htm> (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

**This amendment was issued to answer questions received.**

1. Is there a current inventory for the materials and supplies stocked at the CCSD warehouse that is available for viewing for Solicitation Number P1084?

**Answer: No.**

2. Will RFP 1804 Warehouse Equipment and Various MRO Supplies replace RFP B1703 HVAC Equipment and Various MRO Supplies?

**Answer: No.**

3. Will the warehouse program be “mandated” for the techs to use since they frequently use their P-Cards with other businesses?

**Answer: No. It will be “highly encourage” if the warehouse program prices are lower than other businesses.**

4. How will CCSD evaluate the category discounts among the responding vendors?

- a. Example: One vendor submits a 20% discount for a category and another vendor submits a 4% discount for the same category?

**Answer: The greater the discount, the better the rating.**

5. Is there another form or avenue to deliver our electronic catalog as the file maybe too large to submit on a thumb drive?

**Answer: A CD or DVD is acceptable.**

6. Will CCSD accept an electronic signature for bid documents?

**Answer: No.**

7. 5.1 Page 19 – Please clarify the following: What is the functional requirements spread sheet?

- a. “Submit completed functional requirements spread sheet and all other attachments requesting completion”.

**Answer: This was a CCSD error. Please disregard functional requirements spread sheet (5.3 on page 19).**