

 <p>S.C. Education Lottery Attention: M&amp;PD Procurement 1333 Main Street, Suite 400 Columbia, SC 29201</p>	<b>SC Education Lottery (SCEL)</b>  <b>Invitation For Bids</b> <u><b>Amendment 1</b></u>	Solicitation Number: <b>FY19 PROMO 2 IFB</b>  Date Issued: <b>Tues., August 8, 2018</b> Procurement Officer: V. Simons Phone: 803-737-2037 E-Mail Address: <b>Promo@SCLot.com</b>
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DESCRIPTION: Invitation For Bids to Solicit Promotional Items for the South Carolina Education Lottery (SCEL).

*The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a **sealed package**. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.*

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:	
MAILING ADDRESS: S.C. Education Lottery Attention: M&PD Procurement 1333 Main Street, Suite 400 Columbia, SC 29201	PHYSICAL ADDRESS: S.C. Education Lottery Attention: M&PD Procurement 1333 Main Street, Suite 400 Columbia, SC 29201

SUBMIT OFFER BY (Opening Date/Time): **Fri., 09.13 14.18, at 2 p.m. local time** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED **IN WRITING** BY: **Fri., 08.24.18, at 2 p.m. local time** (See "Questions From Offerors" provision)

**NUMBER OF COPIES TO BE SUBMITTED:** One (1) hard copy of bid only, which must be submitted by mail or by hand. **Emailed bids NOT accepted.** After the bids are tabulated, **ONLY** the lowest priced vendors will be requested to submit samples of the promotional items being solicited. **Packaging and the samples must be clearly labeled with the vendor's information.** **Packages not tied to a specific vendor will be found non-responsive.** Initial here for samples to be returned at your expense: \_\_\_\_\_

CONFERENCE TYPE: <b>Teleconference. Email Promo@SCLot.com for access information. Please email by 2 p.m. on day before teleconference.</b> DATE & TIME: <del>Thursday, August 23, 2018, at 2 p.m. local time.</del> (As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)	LOCATION: <b>Not Applicable</b>
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<b>AWARD &amp; AMENDMENTS</b>	Award will be posted on <b>Tues. Wed., 10.10.18</b> . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="http://www.sceducationlottery.com/lottery/procurement.aspx">http://www.sceducationlottery.com/lottery/procurement.aspx</a>
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You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of **forty (40)** calendar days after the Opening Date.  
(See "Signing Your Offer" provision.)

NAME OF OFFEROR  <small>(full legal name of business submitting the offer)</small>	Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.	
AUTHORIZED SIGNATURE  <small>(Person must be authorized to submit binding offer to contract on behalf of Offeror.)</small>	TAXPAYER IDENTIFICATION NO.  <small>(See "Taxpayer Identification Number" provision)</small>	
TITLE  <small>(business title of person signing above)</small>	STATE VENDOR NO.  <small>(Register to Obtain S.C. Vendor No. at <a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>)</small>	
PRINTED NAME  <small>(printed name of person signing above)</small>	DATE SIGNED	STATE OF INCORPORATION  <small>(If you are a corporation, identify the state of incorporation.)</small>

OFFEROR'S TYPE OF ENTITY: (Check one) <span style="float: right;"><small>(See "Signing Your Offer" provision.)</small></span>		
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> Government entity (federal, state, or local)

**PAGE TWO**

**(Return Page Two with Your Offer)**

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension                      Facsimile
	_____ E-mail Address

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address <b>(check only one)</b>	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address <b>(check only one)</b>

**ACKNOWLEDGMENT OF AMENDMENTS**  
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_\_\_ In-State Office Address same as Home Office Address  
 \_\_\_\_\_ In-State Office Address same as Notice Address    (check only one)

End of PAGE TWO

## Amendment 1 Solicitation Number: FY19 PROMO 2 IFB

**AMENDMENTS TO SOLICITATION (MODIFIED):** (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://www.sceducationlottery.com/lottery/procurement.aspx> (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.

### Vendor Questions and Answers Issued Tuesday, August 28, 2018

**SCHEDULE OF KEY EVENTS.** All dates are subject to change.

1. Invitation for Bids Issued:	<b>Tuesday, August 8, 2018</b>
2. Vendors must request access information by 2 p.m. on the day before the teleconference.	<b>Wednesday, August 22, 2018, by 2 p.m.</b>
2. Pre-bid Teleconference: NOTE: Oral answers are NOT binding. Only questions received in writing will be answered in the amendment and become part of the Contract.	<b>Thursday, August 23, 2018, at 2 p.m.</b>
3. Deadline for Offerors to submit <b>Written</b> Questions to <a href="mailto:Promo@SCLot.com">Promo@SCLot.com</a> . Note: Oral questions are NOT binding.	<b>Friday, August 24, 2018, by 2 p.m. local time</b>
4. SCEL's Written Responses to Questions will be issued as an Amendment at: <a href="http://www.sceducationlottery.com/lottery/procurement.aspx">http://www.sceducationlottery.com/lottery/procurement.aspx</a> .	<b>Tuesday, August 28, 2018</b>
5. Submission of Bids Due: Bid Opening shortly thereafter	<del>Thursday, September 13</del> <b>Friday, September 14, 2018, after at 2 p.m. local time with bids opened shortly thereafter</b>
6. Intent to Award Posting Date:	<del>Tuesday,</del> <b>Wednesday, October 10, 2018</b>
7. Delivery of all 10 items:	Week of <b>January 21</b> , no later than 11 a.m. local time on <b>Friday, January 25, 2019</b> . NOTE: <b>Monday, January 21, 2019</b> , is a state AND federal holiday (MLK Day), but SCEL & the warehouse will be OPEN. <b>NOTE: In 2019, Chinese New Year is February 5th. This delivery schedule ensures delivery prior to the start of the Year of the Pig.</b>

**The following clause was inadvertently left off page 14, after the clause entitled, “Offering by Lot (Jan 2006).”**

**BIDDING INSTRUCTIONS (MODIFIED):**

Submit one (1) copy of the Offer only, which must be submitted as a hard copy in a sealed envelope either delivered by mail or hand carried. **EMAILED OFFERS NOT ACCEPTED FOR THIS SOLICITATION [Invitations For Bids (IFB)].**

**Question 1**

**Q: Can companies from Outside USA can apply for this? (like, from India or Canada)**

**A: Yes, companies outside the US may bid on this solicitation.**

**Question 2**

**Q: Are vendors required to come to Columbia, South Carolina, for meetings?**

**A: No, in general Vendors do not need to come to Columbia, S.C. This procurement has no post-award conferences or meetings. EXCEPTION: The only possible time a vendor would have to come to South Carolina is if there was a discrepancy between the amount of promotional items the vendor reports is delivered and the amount the warehouse received according to the boxes and packing slips. In this case, the vendor would need to count the physical inventory at the Blythewood warehouse.**

**Question 3**

**Q: Can we perform the tasks (related to RFP) outside USA? (like, from India or Canada)**

**A: The solicitation is an Invitation for Bids (IFB), not an RFP (Request for Proposals). Yes, these promotional items may be manufactured outside the USA.**

**Question 4**

**Q: Can we submit the proposals via email?**

**A: Information on submitting bids (the solicitation is NOT an RFP) is found in the solicitation document. Please make sure that you are reading the document carefully and completely. Only sealed bids delivered by mail or by hand will be accepted for Invitation to Bids (IFB). As stated several times in the solicitation: **Emailed bids NOT accepted.****

See the Cover Page: “Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Paper Offer or Modification" provision.” *and*

**NUMBER OF COPIES TO BE SUBMITTED:** One (1) hard copy of bid only, which must be submitted by mail or by hand. **Emailed bids NOT accepted.** After the bids are tabulated, ONLY the lowest priced vendors will be requested to submit samples of the promotional items being solicited.

See Page 12, **SUBMITTING YOUR PAPER OFFER OR MODIFICATION (MODIFIED).**

See Page 19, under **INFORMATION FOR OFFERORS TO SUBMIT – GENERAL (MODIFIED).**

See Page 45, under **SOLICITATION TIMELINE, Number 5.**

**Question 5**

**Q: Will there be one winner to provide all of the items in the requirement or could there be multiple winners for this proposal?**

**A:** The information on the number of winners is found in the solicitation document. Please make sure that you are reading the document carefully and completely. See Section VI. Award Criteria, Clause 06-6040-1, Award to One Offeror on Page 22.

**Question 6**

**Q:** The award date is scheduled to be October 10th, however, if an unexpected situation delays the award date, will the delivery date be also be rescheduled for a latter date to accommodate the production and delivery time needed?

**A:** We don't foresee any delays to this project being awarded by October 10th; therefore the delivery dates will remain as specified in the solicitation. In the unlikely event that we miss the October 10th award posting deadline, delivery dates may be adjusted accordingly. **Only Vendors who can make the stated delivery date should bid on this solicitation.**

**Question 7**

**Q:** Is the last awarded price of each item available?

**A:** **Blue Reply Lunch Coolers with White SCEL Logo**

**Lime Green Reply Lunch Coolers with White SCEL Logo**

The **Lunch Coolers** were last ordered in February 2018 as part of solicitation FY18 PROMO 2 IFB, issued on Wed., December 27, 2017:

<b>Lime Green Lunch Cooler Totes</b>	<b>Size:</b> 8.5"W x 4.75"H x 10"L. <b>Material:</b> Polyester (600D) lunch cooler tote features zippered PEVA lined large main compartment, contrasting color front zipper pocket, side mesh pocket and double web handles. <b>Imprint:</b> 1-color (White) with SCEL logo printed on the front pocket of the Lime Green Cooler Tote. <b>Imprint Area:</b> 4"H x 4.5"W.	2,002	3.74	7,487.48
<b>Blue Lunch Cooler Totes</b>	<b>Size:</b> 8.5"W x 4.75"H x 10"L. <b>Material:</b> Polyester (600D) lunch cooler tote features zippered PEVA lined large main compartment, contrasting color front zipper pocket, side mesh pocket and double web handles. <b>Imprint:</b> 1-color (White) with SCEL logo printed on the front pocket of the Blue cooler totes. <b>Imprint Area:</b> 4"H x 4.5"W.	2,002	3.74	7,487.48

The **Black/Black PopSockets Phone Stands with White SCEL Logo:** **No available price history. Have not been previously purchased.**

**Red Embroidered Price-Buster Cotton Twill Caps with White/Red SCEL Logo**

**Black Embroidered Price-Buster Cotton Twill Caps with White/Black SCEL Logo**

The most recent time a cap was ordered was in February 2018 as part of solicitation FY18 PROMO 2 IFB, issued on Wed., December 27, 2017. The wave caps are not the same as the price-buster caps:

<b>Camo Wave Caps</b>	<b>Material:</b> 100% Brushed Cotton Twill, features a structured crown with six-panel construction and pre-curved visor with 'wave' styling on the front. Adjustable self-material strap with Velcro®-closure. <b>Colors: Crown:</b> Camouflage. <b>Wave:</b> Khaki. <b>NOTE: SCEL is requesting Item #8528, NOT Item #8528-3D. Imprint:</b> 1-color (white) with SCEL logo embroidered on front. <b>Imprint Size:</b> 2 1/8"H x 4 1/2"W. SCEL has an embroidery diskette with a ".dst" file available at the winning vendor's request. The stitch count for the embroidered items is under 6,000 stitches.	2,547	3.30	8,405.10
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**Clear Shelby Tumblers (16 oz.) with Black Lid and Clear Straw with SCEL Logo on Heritage Plaid**

The last time acrylic tumblers were ordered was in June 2018, as a part of FY19 PROMO 1 IFB issued on Thursday, April 26, 2018. The tumblers below do not match the clear Shelby Tumblers:

Blue Acrylic Tumblers¶	2,502¶	\$3.61¶	\$9,032.22¶
Lime Green Acrylic Tumblers¶	2,502¶	\$3.61¶	\$9,032.22¶

**Royal Blue Two-Tone Umbrellas (46" arc) with White SCEL Logo**

Umbrellas were last ordered in February 2018 as part FY18 PROMO 2 IFB issued on Wed., December 27, 2017:

<b>Royal Blue Umbrellas</b>	<b>Size:</b> 46" arc umbrella, 32.5" long. <b>Material:</b> durable polyester umbrella features a metal shaft and rubberized handle with automatic open. Includes a matching sling strap. <b>Color:</b> Panels: Royal Blue; Trim: Gray. <b>Imprint:</b> One-color (White) imprint of SCEL Logo screen on one panel of the umbrella. <b>Imprint Area:</b> 4.5"H x 7"W.	3,002	7.91	23,745.82
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**Black/Black Wave Rubberized Sunglasses with White SCEL Logo**

The last time Sunglasses were ordered was in February 2018 as part FY18 PROMO 2 IFB issued on Wed., December 27, 2017. These earlier sunglasses were not rubberized:

<b>Risky Business Sunglasses</b>	<b>Size:</b> One size fits most. <b>Material:</b> <b>Frames:</b> polycarbonate material with small metal details; <b>Lenses:</b> UV400 protection. <b>Color:</b> <b>Inner Frame:</b> Royal Blue; <b>Outer Frame:</b> Black. NOTE: SCEL is requesting Item #109494-TT, <u>NOT</u> Item # #109494-TT-24HR. <b>Imprint:</b> One-color (White) imprint on the right temple. <b>Imprint Area:</b> 1/4"H x 2"W	4,002	1.51	6,043.02
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**Lime Green Signature Tonal Color Beach Towels with Tone on Tone SCEL Logo and Turquoise Signature Tonal Color Beach Towels with Tone on Tone SCEL Logo**

The last time beach towels were ordered was in September 2014 as part of a Reverse Auction, managed by the Materials Management Office, issued 04/30/2014. See the solicitation document in: <http://webprod.cio.sc.gov/SCSolicitationWeb/solicitationAttachment.do?solicitnumber=5400007706> As the current IFB is first time SCEL has requested tonal towels, these 2014 towels did not have the tonal imprint. The beach towels were Item 1 in Lot 1, awarded to Red Hot Branding:

00001	Beach Towels White Velour Frt/Terry Back	Unit Price: \$ 8.72	Total Price: \$ 30,554.88
Material Group: 57853 - lottery equipment and supplies			
Agency: SC Lottery Commission			

**Question 8**

**Q: Is the attached lunch box a suitable option for the reply lunch bag?**

**Lunch Cooler**



- Made Of 600D Polyester
- PEVA Lining
- Adjustable Shoulder Strap
- Loop For Attaching Pen Or Keys
- 2 Side Mesh Pockets
- Front Zippered Pocket
- Zippered Main Compartment
- Spot Clean/Air Dry

**IMPRINT AREA AND METHOD**

- 3 1/2" W x 4 1/2" H
- APPROXIMATE SIZE**
- 8 1/4" W x 11 1/2" H x 5" D

**A: No.**

**Question 9**

**Q: Is early delivery allowed? What is the earliest the items can be delivered?**

**A: The DELIVERY DATE - SPECIFIED (MODIFIED) clause is found on Page 17.**

The IFB requests two (2) pre-production proofs:

- 1) a virtual proof to confirm the location of the logo imprint on each item; and
- 2) an actual pre-production proof to confirm the quality of the item AND quality of the imprint.

Yes, once the two pre-production proofs have been approved, the awarded Vendor may schedule deliveries through Procurement Staff. The SGI Warehouse only has one loading dock and it may be in use while lottery tickets are being delivered. In order to avoid a delivery conflict, deliveries outside of the week stated in the IFB must be scheduled through Procurement Staff.

See Question 14, relating to holiday closings.

#### Question 10

**Q: For the pop socket, are you looking for the pop socket brand or an off brand one? I will warn you that there is a very strict patent on the pop sockets, so off brands could be breaking these patent laws.**

**A: Thank you for bringing the issue of counterfeit Popsockets to the attention of Procurement Staff. In addition to not wishing to infringe on Intellectual Property Rights, Procurement Staff would not wish to be involved with U.S. Customs seizing counterfeit Popsockets. In order to avoid any risks ONLY PATENTED Popsockets purchased from Popsockets LLC are requested. "Off brand" Popsockets will NOT be accepted.**

#### Question 11

**Q: Is the attached cup a suitable option for the Shelby cup?**  
16 Oz Tumbler Black Lid and Clear Straw  
with Full Color Clear Insert



The 16 oz Poly - indestructible, double wall insulated tumbler is dishwasher safe, microwaveable, and has reduced condensation.

Each cup comes with a standard black lid. These cups are 15% heavier than imports which make them feel as heavy as glass! They keep your cold drinks colder and hot drinks hotter all while keeping your customer's logo in front of the recipient longer. This tumbler is great for employee gifts, trade shows, customer appreciation, school and team fundraisers, retail any much more. Specs: 6.5"H, 3.3"W (top), 2.6"W (bottom).

**A: No.**

#### Question 12

**Q: The sunglasses listed are a discontinued item. There is still stock available and at your quantity requested, but it could be gone by October 10th. Is there another style you might consider?**

**A: Original sunglasses included in the solicitation are obsolete. They will be replaced by Clear Plastic Tahiti Sunglasses with Black Imprint of SCEL Logo. Vendors must bid the updated sunglasses. Please use the next page as part of your Bid Package. See specifications below:**

Item	Quantity	Unit of Measure	Unit Price (Must include set-up, proof, & shipping.)	Extended Price
8	3,902	each	\$ _____	\$ _____

**Product Catg.:** 57853 - Lottery Equipment and Supplies

**Item Description:** 3,902 Clear Sunglasses – Plastic Tahiti Glasses with Black Imprint of SCEL Logo



**3,902 Clear Sunglasses – Plastic Tahiti Glasses with Black Imprint of SCEL Logo:** (<https://www.discountmugs.com>, Item: SGL05 or a similar product as deemed acceptable by SCEL), features a retro style, durable plastic frame. Lenses have UV protection. **Size:** ONE SIZE FITS ALL/Adult Size. **Material:** Plastic. **Color:** Frame: Clear

**Imprint:** One-color imprint [Black] Screen with SCEL logo. **Imprint Location:** Left Arm/Temple. **Allowed Imprint Area:** .25"H x 1.75"W. **NOTE:** SCEL’s rectangular logo must NOT be stretched to fit the allowed imprint area.

**Suggested Packaging:** Individually bagged. Bundled in groups of 300; 1 bundles (300 Items) per box, approximate weight 31 lbs. 13 boxes (3,900 Items) delivered to Blythewood, SC, plus one (1) actual pre-production proof and one (1) actual final production sample delivered to the Columbia Office.

If unable to provide suggested packaging then please provide alternate packaging by filling out the following information:

**Alternate Packaging:**

**Wt./box:** \_\_\_\_\_; **Items/box:** \_\_\_\_\_; **#full boxes:** \_\_\_\_\_; **#Partial:** \_\_\_\_\_

**State Brand Name & Style Number:** \_\_\_\_\_

Question	Mandatory / Optional	Multiple Responses Accepted?	Response
SC End-Product Pref. § 11-35-1524(B)(2). Select SC End-Product Preference if product is made, manufactured or grown in SC. Select “No”, if not claiming a preference.	Mandatory	No	____ Yes ____ No
US End-Product Pref. § 11-35-1524(B)(1). Select US End-Product Preference if product is made, manufactured or grown in the US. Select “No”, if not claiming a preference.	Mandatory	No	____ Yes ____ No

**Question 13**

**Q: What qualifies a company for the SC Resident Preference?**

**A:** According to the South Carolina Consolidated Procurement Code, in subitems 11-35-1524(C)(1)(i),(ii),&(iii):

“(C)(1) When evaluating pricing for purposes of making an award determination, the procurement officer shall decrease a bidder’s price by seven percent if the bidder maintains an office



in this State and either (i) maintains at a location in South Carolina at the time of the bid an inventory of expendable items which are representative of the general type of commodities on which the award will be made and which have a minimum total value, based on the bid price, equal to the lesser of fifty thousand dollars or the annual amount of the contract; (ii) is a manufacturer headquartered and having an annual payroll of at least one million dollars in South Carolina and the end product is made or processed from raw materials into a finished end product by that manufacturer or its affiliate (as defined in Section 1563 of the Internal Revenue Code); or (iii) at the time of bidding, directly employs or has a documented commitment with individuals domiciled in South Carolina that will perform services expressly required by the solicitation and the total direct labor cost to bidder for those individuals to provide those services exceeds fifty percent of the bidder's total bid price.

(2) Whether award is to be made by item or lot, the preferences must be applied to the price of each line item of end product or work, as applicable. A preference must not be applied to an item for which a bidder does not qualify.

(3) If a bidder is requesting this preference, the bidder, upon request by the procurement officer, must provide documentation that establishes the bidder's qualifications for the preference and, for the preference claimed pursuant to subsection (C)(1)(iii), must identify the persons domiciled in South Carolina that will perform the services involved in the procurement upon which bidder relies in qualifying for the preference, the services those individuals are to perform, and documentation of the bidder's labor cost for each person identified. Bidder's failure to provide this information promptly is grounds to deny the preference and for enforcement under subsection (E)(6) below."

#### **Question 14**

##### **Q: What days are the warehouse closed for holidays?**

A: The following are the State Holidays between the time the solicitation should be awarded on October 10 and the scheduled delivery requested for the week of January 21, no later than 11 a.m. local time on Friday, January 25, 2019. NOTE: Monday, January 21, 2019, is a state AND federal holiday (MLK Day), but SCEL & the warehouse will be OPEN.

##### **Remaining 2018 Holiday Schedule:**

Veterans Day - Monday, November 12 (observance): **NOTE: SCEL and the Warehouse will be OPEN.**

Thanksgiving Day - Thursday, November 22

Day after Thanksgiving Day - Friday, November 23

Christmas Eve - Monday, December 24

Christmas Day - Tuesday, December 25

Day after Christmas - Wednesday, December 26

##### **2019 Holiday Schedule:**

New Year's Day - Tuesday, January 1

Martin Luther King, Jr. Day - Monday, January 21: **NOTE: SCEL and the Warehouse will be OPEN.**

**The SCEL warehouse does receive deliveries every week and has ONE loading dock. It is necessary to coordinate when deliveries are being made to ensure the loading dock is free. If your delivery will be other than in the week specified in the IFB, please let Procurement Staff know so that your delivery can be scheduled for a time that staff is present and the loading dock is available. Additionally, the warehouse is closed from noon to 1 p.m. for lunch. Please plan your deliveries to arrive between 8 and 11 in the morning or between 1 and 3 in the afternoon with the exception of Friday, when deliveries should be delivered by 11 and completed by noon. At other times of the day the loading dock may be in use.**

See Question 9, relating to early deliveries.

**Question 15**

**Q: Bid submission date is 9/13/18 and award date is 19 working days afterward on 10/10/18. Is that the number of days that you need to determine the lowest bidder or does that include identifying the lowest bidder and their producing acceptable samples, or will the lowest bidder not be asked to supply samples until 10/10/18?**

**A: The bid submission date is being changed to Friday, September 14, at 2 p.m. local time.** Approximately a day is allowed for bid tabulations, another for MMO to approve the bid tabs and approve the two lowest priced vendors. **The two lowest priced vendors will be requested to provide samples as soon as approval is given and allowed ten working days to send them in.** The End-using Department is allowed some time to approve or disprove the samples. Once samples are approved, the Award Statement is prepared for approval by MMO with the goal of posting the Award (or Intent to Award) on or before October 10.

**Question 16**

**Q: Bid states the lowest priced vendors will be requested to submit samples. The bid also states that the whole lot will be awarded to 1 bidder. Please clarify.**

**A:** If the lowest priced vendor's samples are approved, the lowest priced vendor will receive the award; however, if the lowest priced vendor's samples are not approved then the samples of the next lowest priced vendor will be examined. Should the next lowest priced vendor's samples be approved, the second lowest priced vendor will win the award and no time will be wasted waiting for the second set of samples.

ONLY ONE VENDOR WILL RECEIVE THE AWARD. See Page 22, under Section VI. Award Criteria, Clause [06-6040-1], **AWARD TO ONE OFFEROR (JAN 2006)**.

**Question 17**

**Q: Do the towels have to be "Turkish" Terry Velour made from 100% Ring Spun Cotton? Can they be Terry Velour made from 100% Ring Spun Cotton if they satisfy the weight requirement per dozen?**

**A:** Yes, they should be Turkish Terry Velour made from 100% Ring Spun Cotton.

**TOTAL EXTENDED PRICES (REPLACEMENT):**

Extended Price for Item 1 (1,002 Blue Reply Lunch Coolers): \$ \_\_\_\_\_

Extended Price for Item 2 (1,002 Lime Green Reply Lunch Coolers): \$ \_\_\_\_\_

Extended Price for Item 3 (2,502 Black/Black PopSockets Phone Stands): \$ \_\_\_\_\_

Extended Price for Item 4 (2,450 Red Price-Buster Cotton Twill Caps): \$ \_\_\_\_\_

Extended Price for Item 5 (2,450 Black Price-Buster Cotton Twill Caps): \$ \_\_\_\_\_

Extended Price for Item 6 (1,010 Clear Shelby Tumblers, Lids/Straws 16 oz.):\$ \_\_\_\_\_

Extended Price for Item 7 (3,002 Royal Blue Two-Tone Umbrellas 46" arc): \$ \_\_\_\_\_

Extended Price for Item 8 (3,902 Clear Plastic Tahiti Sunglasses): \$ \_\_\_\_\_

Extended Price for Item 9 (1,002 Lime Green Tonal Color Beach Towels): \$ \_\_\_\_\_

Extended Price for Item 10 (1,002 Turquoise Tonal Color Beach Towels): \$ \_\_\_\_\_

Total Extended Prices: \$ \_\_\_\_\_

**Please complete the BID PRICING SHEET contained in REPLACEMENT Attachment D.**

End of Amendment 1.