



Beaufort County School District

Addendum 3

Solicitation Number: 22-018
Date Printed: March 4, 2022
Date Issued: March 4, 2022
Procurement Officer: Kaylee Yinger, CPPB
Phone: 843-322-2349
Email: Kaylee.Yinger@beaufort.k12.sc.us

Invitation for Bid

DESCRIPTION: **High Capacity Air Filters**
SUBMIT OFFER BY (Opening Date & Time): **March 25, 2022; 4:00 PM EST**
QUESTIONS MUST BE RECEIVED BY: **March 18, 2022**
NUMBER OF COPIES TO BE SUBMITTED: **One (1) Original Signed Copy**

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

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:
Beaufort County School District
Procurement Office
P.O. Drawer 309
Beaufort, SC 29901-0309

PHYSICAL ADDRESS:
Beaufort County School District
Procurement Office
2900 Mink Point Blvd
Beaufort, SC 29902

CONFERENCE TYPE:

LOCATION:

DATE & TIME:

AWARDS & AMENDMENTS:

Award will be posted at the Physical Address stated above on or after March 25, 2022. The award, this solicitation, and any amendments will be posted at the following web address: www.beaufortschools.net

You must submit a signed copy of this form with Your Offer. By submitting a proposal or bid, 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.

NAME OF OFFEROR: (Full legal name of business submitting the offer)

ENTITY TYPE:

AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

PRINTED NAME

TITLE

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror above. An offer may be submitted by only one legal entity. 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.

HOME OFFICE ADDRESS (Address for Offeror's home office/ Principal place of business): 	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent):
PHONE NUMBER:	
EMAIL ADDRESS:	

PAYMENT ADDRESS (Address to which payments will be sent):		ORDER ADDRESS (Address to which all purchase orders will be sent):	
<div><input type="checkbox"/> Payment Address Same as Home Office Address</div> <div><input type="checkbox"/> Payment Address Same as Home Notice Address</div> <div>(check one only)</div>		<div><input type="checkbox"/> Payment Address Same as Home Office Address</div> <div><input type="checkbox"/> Payment Address Same as Notice Address</div> <div>(check one only)</div>	

ACKNOWLEDGEMENT OF AMENDMENTS:	<u>Amendment Number</u>	<u>Amendment Issue Date</u>
Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue.		

MINORITY PARTICIPATION- Are you a Minority Business Enterprise: Yes ☐ No ☐
If yes, please include a copy of your certification.

Questions and Answers:

1. What is the MERV # required for the air filters High Capacity?
MERV 10
2. What do we have to add to the below?
CONFERENCE TYPE:
LOCATION:
DATE & TIME:
This information is Not Applicable as to the reason it was left blank.
3. Who is the current incumbent?
Hoffman and Hoffman.
4. When was the current incumbent awarded the contract? Can you please provide us with a copy of the current contract?
The contract was awarded in 2017. Please submit a Freedom of Information Act (FOIA) request via our website at <http://beaufortschool.net> for detailed contract or bid information.
5. What was the contract amount spent last year?
Please submit a Freedom of Information Act (FOIA) request via our website at <http://beaufortschool.net> for detailed contract or bid information.
6. What was the total final bid for the previous winning bidder?
Please submit a Freedom of Information Act (FOIA) request via our website at <http://beaufortschool.net> for detailed contract or bid information.
7. How many different "ship to" locations are required?
One (1) – Please see Addendum One.
8. If multiple ship to locations are required, please provide a list of each "Ship To" location before bid submission ends.
Not Applicable
9. Can freight be charged on a per shipment basis?
Freight should be calculated into the price of the filters.
10. Can freight terms be Prepaid and Add to invoice?
Freight should be calculated into the price of the filters. If freight is charged by the contractor/vendor it will be FOB Destination, Prepaid and Allowed.
11. Will a liftgate or forklift be needed for delivery?
Yes.
12. Is this IFB for Supply and Installation? If yes, can we bid for supply only?
Supply Only.

13. Will the department provide a separate line item for freight?
Freight should be calculated into the price of the filters. If freight is charged by the contractor/vendor it will be FOB Destination, Prepaid and Allowed.
14. Are samples required for this IFB? If yes, when and where.
No.
15. Is a Bid Bond, Performance Bond or Payment Bond required?
No.
16. Does this IFB require a more thorough written narrative or proposal outside of the forms provided?
Please refer to section 4.0 of the solicitation for what is required from the vendor to submit a bid/proposal.
17. Do the filter deliveries need to be palletized?
Yes.
18. Is there one, or multiple delivery locations?
One (1) - See Addendum One.
19. Estimated number of orders per year?
See Addendum Two - > 28,000 Filters
20. Do your orders need to be marked per School?
No.
21. Is freight to be included in the filter cost, or can it be separate?
Freight should be included in the cost of the filters.
22. Is subcontractor M/WBE mandatory for this IFB?
No.
23. If my firm is certified as WBE/ SBE, does my firm need to have an MBE subcontractor?
No.
24. How many quantities are required for each size of Filters and panels per year?
Please submit a Freedom of Information Act (FOIA) request via our website at <http://beaufortschool.net> for detailed contract or bid information
25. Do you request to submit one origin hardcopy and one copy in flash drive?
Yes, one hard copy and a one redacted electronic copy on USB.