



**Beaufort County School District**

Addendum 2

Solicitation Number: 21-038  
Date Printed: June 2, 2021  
Date Issued: June 2, 2021  
Procurement Officer: Kaylee Yinger, CPPB  
Phone: 843-322-2349  
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**Request for Proposals**

DESCRIPTION: **Multi-Functional Printer (MFP) Services**  
SUBMIT OFFER BY (Opening Date & Time): **June 30, 2021; 4:00 PM EST**  
QUESTIONS MUST BE RECEIVED BY: **June 23, 2021**  
NUMBER OF COPIES TO BE SUBMITTED: **Seven (7) Original Signed Copies and One (1) Redacted Version on CD**

**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

**AWARDS & AMENDMENTS:**

Award will be posted at the Physical Address stated above on or after June 30, 2021. The award, this solicitation, and any amendments will be posted at the following web address: <http://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.

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**(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):
<b>PHONE NUMBER:</b>	
<b>EMAIL ADDRESS:</b>	

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

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

<b>MINORITY PARTICIPATION-</b> Are you a Minority Business Enterprise: Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, please include a copy of your certification.
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## Questions and Answers:

1. Approximately how many MFP's will be replaced during each year of the contract?

Approximates:

- Year 1 – 11
- Year 2 – 26
- Year 3 – 17
- Year 4 – 75
- Year 5 – 11

2. RFP mentions that offeror must provide a mock implementation schedule to start July 1<sup>st</sup> in other areas of the RFP August is discussed, when are deliveries expected to start?

August 1, 2021.

3. RFP Exhibit shows four DesignJet models, will the awarded offeror need to provide service for these devices?

Yes, if we choose to put those under management.

4. RFP mentions that the replacement of the 166 MFPs will be done as a current leases expire, will the awarded offeror for this RFP be expecting to perform service on the current MFPs that won't be immediately replaced, or will the current vendor continue to service those?

Current vendor will support current devices.

5. RFP mentions replacing 371 network printers, will the replacement of all 371 devices take place as soon as implementation starts? Or as their leases expire? Are some of them owned by the BCSD and if so, will they be replaced immediately or is the awarded vendor to service those devices?

Replace as leases expire. Most are leased.

6. RFP mentions that management of the 30 RISO machines output should be included in the overall plan, Please clarify what this management entails.

Pages printed on RISOs should be accounted for in plan design, but those prints will remain with RISOs, unless new vendor has better option.

7. Please clarify if you are asking for purchase price, fair market value lease cost as well as \$1 buyout lease cost.

We are asking for both purchase and lease costs. We have not asked for buy-out cost.