



PURCHASING AND  
MATERIALS MANAGEMENT

**City of Myrtle Beach**  
SOUTH CAROLINA

(843) 918-2170  
FAX: (843) 918-2182

## **REQUEST FOR QUOTE**

### **Revised February 21, 2023**

#### **Quote #022023L**

Date: February 20, 2023

The City of Myrtle Beach is interested in obtaining a price quote on the item(s) listed below. If you would like to provide a quote please return this form with your quote information to [lgreenough@cityofmyrtlebeach.com](mailto:lgreenough@cityofmyrtlebeach.com), **NO LATER THAN 12:00 PM on Tuesday, February 28, 2023**. If you have any questions, please call 843-918-2184.

#### **If Award is made from this Request for Quote:**

- The term of the contract shall be for a period of one (1) base year with an option to renew for four (4) additional one (1) year periods. Upon successful completion of the base year contract term, renewal of the contract may be considered provided both parties agree, the terms and conditions remain the same, and renewal is in the best interest of the City. Should the contract be renewed, the renewal shall be documented by contract and/or purchase order.
- Quoted prices shall remain firm for the entire term of the contract. Price increase(s), if needed, may be considered at the beginning of the renewal term, should the contract be renewed. However, any price increase requested may not exceed 3% provided both parties agree. At the City's discretion, proof may be requested to substantiate the need for a price increase.

### **Price Schedule**

The City of Myrtle Beach is interested in obtaining the following items for use with the minimum specifications as listed below.

All delivery charges will be FOB-Destination. Delivery shall not be deemed to be complete until all goods have been actually received and accepted by the City. All orders are subject to SC Sales Tax at 9%.

If Pricing is from South Carolina State Contract, please provide SC State Contract Number where indicated.

**Items marked "No Substitutions" must be Name Brand Product Only. No substitutions will be accepted. Items marked "Attach Specification Sheet" are not required to be a specific brand although Specification Sheet must be included as part of Quote.**

Item #/Item	Qty	Unit	Item Description	Total Price
1. Rubbermaid FG6141000000 <b>No Substitutions</b>	1	Case	Rubbermaid Commercial Waxed Sanitary Napkin Receptacle Bags, Brown, 250 bags/case  SC State Contract No: _____ <b>No Substitutions</b>	\$ _____
2. Hospeco 01904 <b>No Substitutions</b>	1	Case	Hospeco Health Gards Urinal Screen w/Non-Para Block, Light Blue (Fragrance: Mint), 12/case  SC State Contract No: _____ <b>No Substitutions</b>	\$ _____
3. Trash Can Liner <b>Include Specification Sheet</b>	1	Case	High Density 8 Mic. Refuse Weight Can Liner, 24 in x 33in, 15 gallon, Clear, 1000 bags/case  SC State Contract No: _____ <b>Include Specification Sheet</b>	\$ _____
4. Trash Can Liner <b>Include Specification Sheet</b>	1	Case	Low Density Linear 1.25 mil Can Liner, 38" x 58", 60 gallon, Black, 100/case  SC State Contract No: _____ <b>Include Specification Sheet</b>	\$ _____
5. Trash Can Liner <b>Include Specification Sheet</b>	1	Case	Low Density Linear, 1.2 mil Can Liner, 38" x 58" 55 gallon, Black, coreless roll liner, 10 bags/roll, 10 rolls/case  SC State Contract No: _____ <b>Include Specification Sheet</b>	\$ _____
6. Trash Can Liner <b>Include Specification Sheet</b>	1	Case	Low Density Linear 1.3 mil Can Liner, 38" x 58", 55 gallon, Black, coreless roll liner, 100 bags/case  SC State Contract No: _____ <b>Include Specification Sheet</b>	\$ _____
7. Trash Can Liner <b>Include Specification Sheet</b>	1	Case	Low Density Linear 1.5 mil Can Liner, 38" x 58", 60 gallon, Black, coreless roll liner, 100 bags/case  SC State Contract No: _____ <b>Include Specification Sheet</b>	\$ _____
8. Georgia Pacific 19375 <b>No Substitutions</b>	1	Case	Compact Coreless 2-Ply Recycled Toilet Paper, 36 rolls/case  SC State Contract No: _____ <b>No Substitutions</b>	\$ _____
9. Georgia Pacific 26490 <b>No Substitutions</b>	1	Case	Pacific Blue Ultra 8" High-Capacity Recycled Paper Towel Rolls, White 6 rolls/case  SC State Contract No: _____ <b>No Substitutions</b>	\$ _____
			Total Items 1 through 9	\$ _____

Company Name: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Contact Name: \_\_\_\_\_

Telephone #: \_\_\_\_\_

Email Address: \_\_\_\_\_



**City of Myrtle Beach  
SOUTH CAROLINA**

**Addendum 001  
February 21, 2023  
Request for Quote #022023L  
Janitorial Supplies**

The purpose of this Addendum 001 to Request for Quote #022023L for Janitorial Supplies, dated February 20, 2023, is to provide clarification/answers to questions received.

1. Request for Quote #022023L price schedule has been revised.

Attached is a Revised Request for Quote Price Schedule to be used when submitting a quote. Please note that Specification Sheets are required for all products that are not Name Brand Products. No substitutions will be accepted for Name Brand Products.

2. Request for Quote #022023L due date for quote has been extended.

Please note the due date for Quote #022023L is 12:00 Noon on Tuesday, February 28, 2023. Quotes may be submitted on the attached form, via email to [lgreenough@cityofmyrtlebeach.com](mailto:lgreenough@cityofmyrtlebeach.com). The City is not responsible for late or misdirected mail.

3. Must a vendor bid on every single line item to be considered for award?

Yes, vendors must bid all items on the Price Schedule to be considered for award.

4. What is the anticipated quantity volume for each item on the quote?

These numbers should be considered reasonable for bidding purposes; however, the City reserves the right to purchase quantities based on actual City needs. The City does not guarantee that all items or specific quantities of any item will be purchased during the term of the purchase order.

Item	Quantity/Year
1. Rubbermaid Commercial Waxed Sanitary Napkin Receptacle Bags	40 cases
2. Hospeco Health Gards Urinal Screen w/Non Para Block	60 cases
3. HD 8 Mic Refuse Can Liner – 15 gallon	8 cases
4. LD Linear 1.25 Mil Can Liner – 60 gallon	1 case
5. LD Linear 1.20 Mil Can Liner – 55 gallon	1 case
6. LD Linear 1.3 Mil Can Liner – 55 gallon	1 case
7. LD Linear 1.5 Mil Can Liner – 60 gallon	480 cases
8. Georgia Pacific Compact Coreless 2-Ply Toilet Paper	480 cases
9. Georgia Pacific Ultra 8” High Capacity Paper Towels	120 cases

5. What was the last awarded price for each item?

Item	Cost
1. Rubbermaid Commercial Waxed Sanitary Napkin Receptacle Bags	\$19.48/case
2. Hospeco Health Gards Urinal Screen w/Non Para Block	\$18.15/case
3. HD 8 Mic Refuse Can Liner – 15 gallon	No prior cost
4. LD Linear 1.25 Mil Can Liner – 60 gallon	\$32.76/case
5. LD Linear 1.20 Mil Can Liner – 55 gallon	\$23.94/case
6. LD Linear 1.3 Mil Can Liner – 55 gallon	\$26.97/case
7. LD Linear 1.5 Mil Can Liner – 60 gallon	\$33.89/case
8. Georgia Pacific Compact Coreless 2-Ply Toilet Paper	\$50.53/case
9. Georgia Pacific Ultra 8” High Capacity Paper Towels	\$56.45/case

6. What is the previous award information?

The last contract was awarded to Imperial Dade based on South Carolina State Contract.

7. Will the supplies be delivered to one or multiple locations?

The supplies will be delivered to the Myrtle Beach Convention Center, 2101 North Oak Street, Myrtle Beach, SC 29577

8. Are samples required?

No, samples are not required. Specification Sheets must be submitted with the Quote for all items that are not a specific brand. No substitutions are allowed for Name Brand Products.

9. Can the case weight (lbs per case) be provided for each liner?

No, the case weight in lbs per case is not known.

10. Can the case count (liners per case) be provided?

Yes, the case count (liners per case) has been provided on the Price Schedule.

11. Can you provide a bill-of-lading from the most recent deliveries of trash can liners?

No, the bill-of-lading is not available.

12. Approximately how many cases of liners are ordered at one time?

Approximately 20 cases of Item 7 – Low Density Linear 1.5 Mil Can Liners are ordered at a time. Approximately 2 cases of Item 3 – High Density 8 Mic Refuse Weight Can Liner are ordered at a time.

All other liners are ordered on an as needed basis.

These numbers should be considered reasonable for bidding purposes; however, the City reserves the right to purchase quantities based on actual City needs. The City does not guarantee that all items or specific quantities of any item will be purchased during the term of the purchase order.

All questions must be presented in writing no later than 10:00 AM (local time), Thursday, February 23, 2023. Questions may be submitted via email to [lgreenough@cityofmyrtlebeach.com](mailto:lgreenough@cityofmyrtlebeach.com). All questions received by the deadline will be answered via addendum.

Quotes are due in the Purchasing Office no later than 12:00 PM (local time) on Tuesday, February 28, 2023. Quotes must be emailed to [lgreenough@cityofmyrtlebeach.com](mailto:lgreenough@cityofmyrtlebeach.com). The City of Myrtle Beach is not responsible for late or misdirected mail.

Quotes may be addressed to:  
City of Myrtle Beach  
Purchasing Division  
3231 Mr. Joe White Avenue  
Myrtle Beach, SC 29577  
Attn: Lynda Greenough

Email: [lgreenough@cityofmyrtlebeach.com](mailto:lgreenough@cityofmyrtlebeach.com)