



**Beaufort County School District**

	Solicitation Number:	22-014
	Date Printed:	March 10, 2022
Addendum 1	Date Issued:	March 10, 2022
	Procurement Officer:	Kaylee Yinger, CPPB
	Phone:	843-322-2349
	Email:	Kaylee.Yinger@beaufort.k12.sc.us

**Request for Proposals (RFP)**

**DESCRIPTION: COMMUNICATIONS DEPARTMENT ASSESSMENT SERVICES**

**SUBMIT OFFER BY (Opening Date & Time): March 18, 2022 @ 4:00 PM EST**

**QUESTIONS MUST BE RECEIVED BY: March 11, 2022**

**NUMBER OF COPIES TO BE SUBMITTED: Five (5) Original Signed Copies and One (1) Redacted Version on CD/USB**

**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

<b>CONFERENCE TYPE:</b>	<b>LOCATION:</b>
<b>DATE &amp; TIME:</b>	

**AWARDS & AMENDMENTS:**  
 Award will be posted at the Physical Address stated above on or after March 18, 2022. The award, this solicitation, and any amendments will be posted at the following web address: <http://beaufortschools.net> 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.

<b>NAME OF OFFEROR:</b>	(Full legal name of business submitting the offer)	<b>ENTITY TYPE:</b>
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**AUTHORIZED SIGNATURE** (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above)

<b>PRINTED NAME</b>	<b>TITLE</b>
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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):          <input type="checkbox"/> Payment Address Same as Home Office Address <input type="checkbox"/> Payment Address Same as Home Notice Address (check one only)	<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 Notice Address (check one only)
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<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. 4.0.1.8 Financial Stability: Each Offeror must provide their audited end of year financial reports for the last three (3) fiscal years. The financial statements should indicate a positive cash flow for three (3) years.

You may take exception to this item and may provide un-audited financial statements. Please note this in your response.