



Solicitation Type:	Request for Quote
Solicitation Number	2122-64AR
Date Issued	3/21/2022
Procurement Specialist	Annette Roberts, CPPB, NIGP-CPP
Phone	(843) 488-6942
E-Mail Address	aroberts@horrycountyschools.net
Address	HCS, Procurement Office
	Mailing: Physical:
	PO Box 260005 335 Four Mile Road
	Conway, SC 29528 Conway, SC 29526

SUBMIT YOUR OFFER ON-LINE AT THE FOLLOWING URL (preferred): [Vendor Registry](#)

SUBMIT OFFER BY (Opening Date/Time): 4/4/2022 / 3:00 p.m. (EST)

**ALL QUOTES MUST INCLUDE FREIGHT/SHIPPING. FOB Destination, Freight Prepaid and included to:
Horry County Schools, Conway, S. C. 29526**

Please quote your lowest delivered price of the below listed items. The Procurement Office reserves the right to reject any or all quotes and to waive any or all technicalities.

1. If an item cannot be furnished, indicate by **NO QUOTE**
2. All quotes must be signed by the Offeror's representative and terms noted, failure to comply with this instruction may result in disqualification of the quote.
3. No South Carolina sales tax will be paid on freight or labor.
4. *Do not include any sales or use taxes* in your price that the District may be required to pay.
5. The attached *Terms and Conditions* apply to all quotes and supersedes Vendor's Terms and Conditions.
6. Offers may be submitted to the Procurement Specialist via [Vendor Registry](#), fax to (843)488-6945 or email aroberts@horrycountyschools.net

Item No.	Description	Qty.	U/M	Unit Price	Total Price
1	Belmont Safety Products Roof Access Safety and Security System BSP1 or name brand equal as per specifications herein. ALTERNATE BRAND IF BIDDING AN EQUAL: - MANUFACTURER MAKE: - MANUFACTURER MODEL NUMBER:	10	Each	\$	\$
2	Shipping	1	Lot	\$	\$
	Total -Omit Taxes in Total.				\$

INFORMATION FOR OFFERORS TO SUBMIT

By signing this quote, offeror certifies under penalties of perjury that they have complied with section 12-54-120(B) of the S.C. code of Laws 1976 as amended pertaining to payment of taxes.

Authorized Signature: _____ Printed Name: _____ Date: _____

Company Name: _____ Federal Taxpayer ID /SSN: _____

Phone Number: _____ Fax Number: _____ Email Address: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

SC Minority Certification Number (if applicable) _____

Vendor's Best Delivery Date _____ Days ARO (after receipt of order) Vendor's Discount Terms: _____% _____ Days

Do you collect SC Sales Tax? Yes No SC Tax Registration # (if applicable) _____

ACKNOWLEDGMENT OF AMENDMENTS Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. See "Amendments to Solicitation" Provision	Amend. #	Amend. Issue Date	Amend. #	Amend. Issue Date

SCOPE OF WORK

ACQUIRE SERVICES & SUPPLIES / EQUIPMENT: The purpose of this solicitation is to acquire services and supplies or equipment complying with the enclosed description and/or specifications and conditions.

SCOPE OF WORK: It is the intent of the Horry County Schools Office of Procurement Services, on behalf of the Facilities Management Office (FMO) to solicit bids from qualified vendors to provide and deliver 10 each, heavy duty commercial Belmont Safety Products Roof Access Safety and Security Systems or name brand equal as per specifications herein

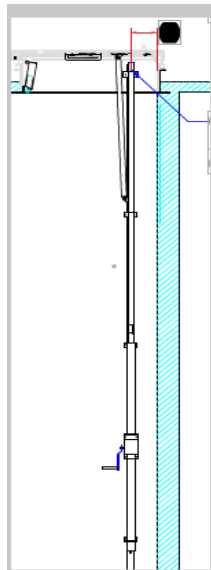
GENERAL: The equipment shall be commercial, heavy duty equipped with all standard equipment as specified by the manufacture for the model. All items must equal or exceed the specifications listed. The absence of detail specifications or the omission of detail description shall be recognized as meaning that only the best industry commercial practices are to prevail and that only first quality materials and workmanship are to be used. Each unit shall be new, and of the latest design in current production or an update of an existing model. Unit shall meet all applicable requirements of OSHA, EPA, ANSI and ASHTO standards. Units supplied to this specification shall meet or exceed these requirements. The right is reserved to reject any and all bids proposing to furnish equipment, which, in the opinion of the District, is not satisfactory for the FMO's use in the proposed application.

STANDARDIZED SPECIFICATIONS:

- The seller shall be a factory authorized dealer.

MINIMUM REQUIREMENTS: Floor-level operating mechanism to allow users to lock/unlock roof hatch and to open/close roof hatch. The device will extend a safety handle to make accessing the hatch easier for users. The system will be bolted on easily to a standard fixed OSHA approved ladder.

- Bolt on system that easily attaches to OSHA standard fixed ladder.
- Basis of device design: The device is intended to be attached to a standard OSHA compliant fixed vertical ladder and to open and close, lock and unlock a nominal 30-inch x 36-inch standard manufactured roof access hatch.
- The upper lifting tube of the device shall be yellow and have a textured grip surface on the top 18-inch minimum.
- Minimum clearance needed three inches either side of the top of the ladder at the hatch curb.
- Floor-level operating mechanism that users can easily lock/unlock before climbing the ladder.
- Safety handle to make getting out of and back into roof hatch easier.
- Hatch lock feature that prevents the hatch from closing while workers on the roof.
- Height: up to 25 feet.
- Sample picture:



INSTALLATION: Installation to be completed by Horry County Schools Facilities Management Office.

BRAND NAME OR EQUAL: (Note: As used in this clause, the term "brand name" includes identification of products by make and model.)

(a) If items called for by this solicitation have been identified in the schedule by a "brand name or equal" description, such identification is intended to be descriptive, but not restrictive, and is to indicate the quality and characteristics of products that will be satisfactory. Bids offering "equal" products (including products of the brand name manufacturer other than the one described by brand name) will be considered for award if such products are clearly identified in the bid and are determined by the District to meet fully the salient characteristics requirements listed in the solicitation.

(b) Unless the bidder clearly indicates in the bid that the bidder is offering an "equal" product, the bid shall be considered as offering the brand name product referenced in the solicitation.

(c)(1) If the bidder proposes to furnish an "equal" product, the brand name, if any, of the product to be furnished shall be inserted in the space provided in the solicitation, or such product shall be otherwise clearly identified in the bid. The evaluation of bids and the determination as to equality of the product offered shall be the responsibility of the District and will be based on information furnished by the bidder or identified in his/her bid as well as other information reasonably available to the procurement officer. **CAUTION TO BIDDERS.** The procurement officer is not responsible for locating or securing any information that is not identified in the bid and reasonably available to the procurement officer. Accordingly, to insure that sufficient information is available, the bidder **must furnish** as a part of his/her bid all descriptive material (such as cuts, illustrations, drawings or other information) necessary for the procurement officer to:

(i) Determine whether the product offered meets the salient characteristics requirement of the solicitation, and
(ii) Establish exactly what the bidder proposes to furnish and what the District would be binding itself to purchase by making an award. The information furnished may include specific references to information previously furnished or to information otherwise available to the procurement officer.

(2) If the bidder proposes to modify a product so as to make it conform to the requirements of the solicitation, he/she shall:

(i) Include in his/her bid a clear description of such proposed modifications, and

(ii) Clearly mark any descriptive material to show the proposed modifications.

(3) Modifications proposed after bid opening to make a product conform to a brand name product referenced in the solicitation will not be considered.

GENERAL CONDITIONS

DEFAULT: In case or default by the Contractor, Horry County Schools reserves the right to purchase any or all items in default in the open market, charging the Contractor with any additional costs. The defaulting Contractor shall not be considered a responsible Contractor until the assessed charge has been satisfied.

All amendments to and interpretation of this RFQ shall be in writing. The procurement officer shall not be legally bound by any amendment or interpretation that is not in writing.

Any contract entered into by Horry County Schools resulting from this quotation shall be subject to cancellation at the end of any fiscal or appropriated year unless otherwise provided by law.

Payment will be made in accordance with Section 11-35-45 of the South Carolina Consolidated Procurement Code and Disbursement Regulations. Delay in receiving invoices, as well as errors and omissions on the invoices, will be considered just cause for withholding payment without losing discount privileges. The District reserves the right to withhold payment or make such deductions as may be necessary to protect the District from loss or damage because of defective work, claims, damages or to pay for repair or correction of materials furnished hereunder.

Quoted prices must remain firm for a period of thirty (30) days beyond the Request for Quotation deadline.

Unit prices will govern over extended prices unless otherwise stated.

Horry County Schools shall not consider payment discounts in the award of this contract when such discounts are for thirty (30) days or more after final inspection and acceptance of contract requirements. Payment discounts for less than thirty days are encouraged but shall not be a factor in award determination. Please state your discount terms using the above referenced information as the District's position on the matter.

All materials and products offered must be guaranteed to meet and comply with the requirements all the specifications, terms and conditions indicated or referred to.

The award will be made in accordance with Section 11-35-1550 (b) of the South Carolina Consolidated Procurement Code.

The District reserves the right to reject any and all quotations and to cancel the solicitation; waive any and all technicalities; the District reserves the right to reject any quotation in which the delivery time indicated to be of substantial length to cause disruption and/or delay in operation for which the item(s) is/are intended; ambiguous quotations which are uncertain as to terms, delivery, quantity or compliance with specifications may be rejected.

The contractor assumes sole responsibility and shall hold harmless Horry County Schools, its Board of Education, employees and agents from and against any and all claims, actions or liabilities of any nature which may be asserted against them by third parties in connection with the performance of the successful Contractor, its Board, employees and agents under this agreement. Horry County Schools agrees to accept responsibility for claims, actions or liabilities resulting from negligent acts of its employees occurring within the scope of their employment which may be asserted against them by third parties in connection with the performance of Horry County Schools, its Board, employees and agents under this agreement.

Contractor agrees not to refer to award of this contract in commercial advertising in such a manner to state or imply that the products or service provided are endorsed or preferred by the user.

Upon award of a contract under this quotation, the person, partnership, association or corporation to whom the award is made must comply with the laws of South Carolina that require such person or entity to be authorized and/or licensed to do business in this State. Notwithstanding the fact that applicable statutes may be exempt or exclude the successful Contractor from requirements that it be authorized and/or licensed to do business in this State, by submission of this signed quote, the Contractor agrees to subject itself to the jurisdiction and process of the courts of the State of South Carolina as to all matters and disputes arising or to arise under the contract and the performance thereof, including any questions as to the liability for taxes, licenses or fees levied by the State.

DEADLINE FOR SUBMISSION OF OFFER: Any offer received after the Procurement Officer of the governmental body or his designee has declared that the time set for opening has arrived, shall be rejected unless the offer has been delivered to the designated purchasing office or the governmental body's mail room which services that purchasing office prior to the opening.

DESCRIPTIVE LITERATURE – LABELLING: Include offeror's name on the cover of any specifications or descriptive literature submitted with your offer.

HIPAA LAW: The Contractor agrees that to the extent that some or all of the activities within the scope of this Contract are subject to the Health Insurance Portability Accountability Act of 1996, P.L. 104-91, as amended ("HIPAA"), or its implementing regulations, it will comply with the HIPAA requirements and will execute such agreements and practices as the Horry County Schools may require to ensure compliance.

ON-LINE BIDDING INSTRUCTIONS: (a) Mandatory Registration. You must register before you can submit an offer online! See clause entitled "VENDOR REGISTRATION MANDATORY." (b) Steps for On-Line Bidding 1. The link provided on the solicitation's Cover Page will take you to our web based on-line bidding system, where you will enter and/or upload your offer. 2. Once registered and signed into the system, choose the solicitation you wish to submit an offer. The system will provide the necessary steps to obtain the required information from you. 3. Only offers with an email status of "Vendor Bid File Submittal" have been received by the District. Offers with a status of "saved" have not been received. If you have trouble entering your offer, call the Vendor Registry at 844-802-9202 or cservice@vendorregistry.com. The Procurement Office is not able to assist you in entering your offer. It is STRONGLY recommended that you enter your bid online well before the bid opening date and time.

OPEN TRADE REPRESENTATION: By submitting an Offer, Offeror represents that Offeror is not currently engaged in the boycott of a person or an entity based in or doing business with a jurisdiction with whom South Carolina can enjoy open trade, as defined in SC Code Section 11-35-5300.

TERMINATION: Subject to the provisions below, the contract may be terminated for any reason by the District providing a thirty-day advance notice in writing is given to the contractor.

TERMINATION FOR CAUSE: Termination by the District for cause, default, or negligence on the part of the Contractor shall be excluded from the foregoing provisions; termination costs, if any, shall not apply. The thirty-day advance notice requirement is waived and the default provision in this bid shall apply.

TERMINATION FOR CONVENIENCE: In the event that this contract is terminated or cancelled upon request and for the convenience of the District may negotiate reasonable termination costs, if applicable.

VENDOR REGISTRATION MANDATORY: The District has implemented an online, electronic bidding system to receive bids and proposals from prospective offerors. In order to submit offers in response to posted solicitations, prospective must be registered through this electronic system. Registration can be completed through the following link: [Vendor Registry](#). Once registered, suppliers must keep their information current.

VENDOR REGISTRATION ADDITIONAL-AWARDED VENDOR: The District requires the awarded vendor to complete the following forms in order to begin working with the District. The vendor application form can be found here: [Vendor Application](#)

SPECIAL CONDITIONS

IMPORTANT– Please Note - Contractors, we MUST have your Federal ID # (company) or Social Security # (individual) before processing any invoices for payment. Failure to provide this information will result in delay of payments until this information is received. Please include this information with your quote.

LICENSES, PERMITS, INSURANCE: All costs for required licenses, permits and insurance shall be borne by the Contractor. Horry County Schools requires all contractual activities to be performed in a manner that is consistent with all applicable federal, state and local laws, regulations, rules, rulings and ordinances. These include but are not limited to: the Occupational safety and Health Act, The Environmental Protection Act, The South Carolina Hazardous Waste Management Act.

OMIT TAXES FROM PRICE: Do not include any sales or use taxes in your price that the District may be required to pay.

OPERATIONAL MANUALS: Unless otherwise specified, contractor shall provide one operational manual for each item acquired.

QUALITY NEW: All items must be new.

TAXES: Any tax the contractor may be required to collect or pay upon the sale, use or delivery of the products shall be paid by the District, and such sums shall be due and payable to the contractor upon acceptance. Any personal property taxes levied after delivery shall be paid by the State. It shall be solely the District's obligation, after payment to contractor, to challenge the applicability of any tax by negotiation with, or action against, the taxing authority. Contractor agrees to refund any tax collected, which is subsequently determined not to be proper and for which a refund has been paid to contractor by the taxing authority. In the event that the contractor fails to pay, or delays in paying, to any taxing authorities, sums paid by the District to contractor, contractor shall be liable to the District for any loss (such as the assessment of additional interest) caused by virtue of this failure or delay. Taxes based on Contractor's net income or assets shall be the sole responsibility of the contractor.

WARRANTY-STANDARD: Contractor must provide the manufacturer's standard written warranty upon delivery of product. Contractor warrants that manufacturer will honor the standard written warranty provided.

INFORMATION FOR OFFERORS TO SUBMIT

MINORITY PARTICIPATION (JAN 2006)

Is the bidder a South Carolina Certified Minority Business? Yes No

Is the bidder a Minority Business certified by another governmental entity? Yes No

If so, please list the certifying governmental entity:

Will any of the work under this contract be performed by a SC certified Minority Business as a subcontractor? Yes
No

If so, what percentage of the total value of the contract will be performed by a SC certified Minority Business as a subcontractor? Yes No

Will any of the work under this contract be performed by a minority business certified by another governmental entity as a subcontractor? Yes No

If so, what percentage of the total value of the contract will be performed by a minority business certified by another governmental entity as a subcontractor? Yes No

If a certified Minority Business is participating in this contract, please indicate all categories for which the Business is certified:

- | | | |
|--|--|--|
| <input type="checkbox"/> Traditional minority | <input type="checkbox"/> Traditional minority, but female | <input type="checkbox"/> Women (Caucasian females) |
| <input type="checkbox"/> Hispanic minorities | <input type="checkbox"/> DOT referral (Traditional minority) | <input type="checkbox"/> DOT referral (Caucasian female) |
| <input type="checkbox"/> Temporary certification | <input type="checkbox"/> SBA 8 (a) certification referral | <input type="checkbox"/> Other minorities (Native American, Asian, etc.) |

(If more than one minority contractor will be utilized in the performance of this contract, please provide the information above for each minority business.)