



**Office of Procurement  
Services**

**REQUEST FOR QUOTE**

Solicitation Type:	Request for Quote (RFQ)
Solicitation Number:	2122-30AR
Date Issued:	11/4/2021
Procurement Specialist:	Annette Roberts, NIGP-CPP, CPPB
Physical Address:	335 Four Mile Road, Conway, SC 29526
Phone:	(843) 488 - 6942
Email:	<a href="mailto:aroberts@horrycountyschools.net">aroberts@horrycountyschools.net</a>

Offer should be submitted to Procurement Specialist

**SUBMIT OFFER BY** (Opening Date/Time): **November 15, 2021 /3:00 PM (EST)**

Please quote your lowest delivered price of the below listed item(s). 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 email*: [aroberts@horrycountyschools.net](mailto:aroberts@horrycountyschools.net) or <https://vrapp.vendorregistry.com/Bids/View/BidsList?BuyerId=2f302e8a-69b0-407b-a21a-3368d004365e>
7. Inside Delivery Required
8. Monday- Thursday 8am – 3pm EST  
Please contact Ruthenia Johnson at (843)488-6600 ext. 173104 at least 24 hours prior to delivery.

ALL QUOTES MUST INCLUDE FREIGHT/SHIPPING. FOB Destination, Freight Prepaid and included to:

**Horry County Schools**  
**Academy for Technology & Academics**  
**5639 Highway 701 North**  
**Conway, SC 29526**  
**Attn: Ruthenia Johnson**

Item No.	Description	Qty.	U/M	Unit Price	Total Extended Price
1.	Reconditioned, like new condition, hospital bed per specifications herein. For instructional use only.  Manufacturer name: _____	6	Each	\$	\$
2.	New health care foam mattress 35-inch-wide x 80-inch-long; Fluid resistant, anti-bacterial/anti-microbial; Fire-Retardant: California Technical building #117	6	Each	\$	\$
3.	New Bed sheet package for 35-inch-wide x 80-inch-long mattress to include: one of each: fitted sheet, flat sheet, and pillowcase in color of white.	6	Each	\$	\$
4.	New Automatic Overbed table: Laminate top 18-inch-wide by 32-inch-long; two dual wheel casters; spring assisted height mechanism; One year manufacturer warranty. Color: Solar Oak	8	Each	\$	\$
5.	New Bedside Cabinet 24.25-inch-wide x 16.7-inch-deep x 30.75-inch-long; One drawer with swing door, fully assembled with casters included and installed; One year manufacturer warranty Color: Solar Oak	6	Each	\$	\$
6.	White Glove Delivery to include delivering the items into the building to its destination.	1	Lot	\$	\$
7.	Inside delivery/assembly and installation to include removal and recycling of packing material	1	Lot	\$	\$
	<b>OMIT TAXES IN TOTAL.</b>				\$
	<b>BID ONLY AS SPECIFIED.</b>			<b>TOTAL:</b>	\$

**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 Tax Payer 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

Horry County Schools Procurement Department on behalf of Academy for Technology & Academics is requesting quotes from qualified vendors to provide, deliver, and install six (6) refurbished hospital beds and accompanying furniture pieces to the Academy for Technology & Academics (ATA) to the address listed on page one of this solicitation. ATA's Health Science/Nursing Program utilizes world class, state of the art equipment for hands-on skills training where high school students can earn certifications in CPR, OSHA and Certified Nurse Assistant. The awarded supplier will provide white-glove delivery and installation services of six (6) refurbished hospital beds to include new mattresses, eight (8) New Automatic Overbed tables, and six (6) new bedside cabinets with one drawer and cabinet door per specifications herein.

## SPECIFICATIONS

1. Reconditioned, like new condition, hospital beds to include: 4 control motors; Head motor; Hi-low head and foot motors; Knee motor; Instant CPR release; Retractable frame; Automatic contour; Trendelenburg and Reverse Trendelenburg; Electric Hi-Low with safety lock outs; Central brake and steer; Removable head and footboard; Side rails may be stowed, lowered or raised; Patient and staff controls located in head rails; Nurse control panel at foot end; Automatic night light; Roller bumpers; Length 100 inches; sleep surface 35 inches x 80 inches; Height range 15.75-32.5 inches; four 5 inch casters; Bed lift capacity: 500 pounds; Full chair position; This unit is intended for instructional use only. Standard one year warranty.
2. New health care foam mattress 35-inch-wide x 80-inch-long; Fluid resistant, anti-bacterial/anti-microbial; Fire-Retardant: California Technical building #117 Standard manufacturer warranty.
3. Bed sheet package for 35-inch-wide x 80-inch-long mattress to include one of each: fitted sheet, flat sheet and pillowcase in color of white.
4. New Automatic Overbed table: Laminate top 18-inch-wide by 32-inch-long; two dual wheel casters; spring assisted height mechanism; Standard manufacturer warranty. Color: Solar Oak
5. New Bedside Cabinet 24.25-inch-wide x 16.7-inch-deep x 30.75-inch-long; One drawer with swing door, fully assembled with casters included and installed; Standard manufacturer warranty Color: Solar Oak
6. White Glove Delivery to include carrying the items into the building to its destination, assembling and removing packaging materials. White Glove Delivery is defined as services that require special attention during the shipping process. Upon delivery to the building, the delivery company will handle with utmost care to prevent damage to all units delivered. The units will be assembled if needed and packaging materials will be removed from the building. The delivery company will remove and dispose of the packaging debris offsite. Loading dock and lift is not available on site.
7. Delivery and installation must occur before **December 5<sup>th</sup>, 2021** during regular school hours and must be coordinated with the department to include full inside delivery, assembly, and installation.

## **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 must not be considered a responsible Contractor until the assessed charge has been satisfied.

All amendments to and interpretation of this RFQ must be in writing. The procurement officer must 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 must 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 of 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 must 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 must 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 must 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 Boards, 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.

**DELIVERY DATE – SPECIFIED:** Delivery must be made no later than December 5<sup>th</sup>, 2021. Contractor may request approval to deliver items prior to the delivery date.

**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.

**QUALITY – REFURBISHED:** Item #1 may be refurbished. Items #2-5 must be new.

**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 must be excluded from the foregoing provisions; termination costs, if any, must not apply. The thirty-day advance notice requirement is waived and the default provision in this bid must 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.

### **SPECIAL CONDITIONS**

**LICENSES, PERMITS, INSURANCE:** All costs for required licenses, permits and insurance must be borne by the Contractor.

**CERTIFICATES OF INSURANCE:** CERTIFICATES OF INSURANCE COVERAGE TO BE FURNISHED PRIOR TO COMMENCEMENT OF SERVICES UNDER CONTRACT. [A250-1]

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.

**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.

**INFORMATION FOR OFFEROR'S 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.)