



**Request for Quote:** 21-017  
**Date Issued:** January 11, 2022  
**Procurement Coordinator:** Greg Twitty  
**Phone:** (803) 533-6549  
**Fax:**  
**E-Mail Address:** [greg.twitty@ocsdsc.org](mailto:greg.twitty@ocsdsc.org)

**DESCRIPTION: RFQ Safety Shoes**

*The Term "Offer" Means Your "Bid" or "Proposal". Must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.*

**SUBMIT YOUR QUOTE OFFER  
 REFERENCING QUOTE NUMBER, DATE  
 AND TIME OF OPENING, AND  
 PROCUREMENT COORDINATOR'S NAME  
 TO THE ADDRESS AT THE RIGHT:**

**MAILING AND PHYSICAL ADDRESS:**  
 Orangeburg County School District  
 Attn: Procurement Coordinator Greg Twitty  
 102 Founders Court, Orangeburg SC 29118

SUBMIT OFFER BY: January 19, 2022 @ 10:00 AM (See "Deadline For Submission Of Offer" provision)

NUMBER OF COPIES TO BE SUBMITTED: Via email only [greg.twitty@ocsdsc.org](mailto:greg.twitty@ocsdsc.org)

QUESTIONS MUST BE RECEIVED BY: na  
 ADDENDUM ISSUED: **(If Necessary)** (See "Questions From Offerors" provision)

CONFERENCE TYPE: Site Visits Non-Mandatory  
 DATE & TIME: na

LOCATIONS: Orangeburg County School District,  
 Orangeburg SC 29118 (See list in SOW)

**INTENT TO AWARD  
 & AWARD**

Notice of Award and/or Intent to Award maybe posted on the district website [www.ocsdsc.org](http://www.ocsdsc.org)  
 January 20, 2022 by 4:30 pm

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of one hundred twenty (120) calendar days after the Opening Date.

NAME OF OFFEROR: (Full legal name of business submitting the offer)

AUTHORIZED SIGNATURE:  
  
(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)

TITLE: (Business title of person signing above)

PRINTED NAME: (Printed name of person signing above)

DATE SIGNED

OFFEROR'S TYPE OF ENTITY:  
(Check one)

Sole Proprietorship  
 Corporate entity  
Federal ID # \_\_\_\_\_  
 South Carolina Minority Vendor  
Minority Vendor # \_\_\_\_\_  
 Other \_\_\_\_\_

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, sole proprietorship, etc.

*“Debarment and Suspension Certification - The contractor (or vendor, or consultant, depending on the transaction) certifies to the best of its knowledge and belief that it and its principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency in accordance with 2 CFR 200.213 and 2 CFR 180.”*

VENDOR REFERENCE LIST

VENDOR NAME: \_\_\_\_\_

**Reference 1**

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

Type of Business: \_\_\_\_\_

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

Location (City, State): \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Products/Services Provided: \_\_\_\_\_

**Reference 2**

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

Type of Business: \_\_\_\_\_

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

Location (City, State): \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Products/Services Provided: \_\_\_\_\_

**Reference 3**

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

Type of Business: \_\_\_\_\_

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

Location (City, State): \_\_\_\_\_

Contact Phone: \_\_\_\_\_

Products/Services Provided: \_\_\_\_\_

**ADDRESS FOR SUBMITTING PURCHASE ORDERS:**

**Company Name Address**

**City/State/Zip**

**Area Code & Telephone Number Fax Number**

**Company E-mail**

**REMITTANCE ADDRESS FOR PAYMENTS (if different):**

**Company Name Remit to Address**

**City/State/Zip**

**Area Code & Telephone Number**

1. **CONTRACTOR'S LIABILITY INSURANCE REQUIREMENTS:** The successful contractor must furnish within ten (10) days after written acceptance of bid a copy of his Worker's Compensation and/or General Liability insurance certificate to the District. Worker's Compensation coverage shall meet the requirements of South Carolina law. It is agreed that the coverage, as stated, shall not be cancelled or altered until ten (10) days after written notice of any change has been sent by registered mail to the Procurement Department. **Orangeburg County School District shall be listed as Certificate Holder.**
2. **WARRANTY:** Contractor must provide the manufacturer's standard written warranty upon delivery of product. Contractor warrants that manufacturer will honor the standard written warranty provided.
3. **IRAN DIVESTMENT ACT OF 2014:** (S.C. Code Ann. §§ 11-57-10, et seq.) The Iran Divestment Act List is a list published by the South Carolina Budget and Control Board pursuant to Section 11-57-310 that identifies persons engaged in investment activities in Iran. Currently, the list is available at the following URL: <http://procurement.sc.gov/PSIPS-irandivestment.phtm> Section 11-57-310 requires the government to provide a person ninety days written notice before he is included on the list.

## **VI. MINORITY AND WOMAN BUSINESS ENTERPRISE POLICY**

### **Statement of Policy**

It is the policy of Orangeburg County School District that discrimination against businesses on the basis of race, color, national origin, and gender is prohibited. No person shall be denied the benefit of, or otherwise discriminated against, on the grounds of race, color, national origin or gender in connection with the award and/or performance of any contract or modification of a contract between a vendor or contractor and the Board which contract is paid or is to be paid for, in whole or part, with monetary appropriations of the Board. Further, it is the policy of OCSD to encourage and promote on an inclusionary basis contracting opportunities for all business, without regard to race, color, national origin or gender. It is expected that all firms seeking to do business with Orangeburg County School District will comply with this OCSD policy.

# Orangeburg County School District

## *Specs for Shoes for Operations Staff*

### **District Background:**

- Orangeburg, SC – halfway between Columbia, SC and Charleston, SC
- 2<sup>nd</sup> largest school district in state of South Carolina in square miles
- Representing 32 schools w/ approximately 1,900 employees
- Roughly 500 employees involved in shoe program

### **Contract:**

- Intent to award by February, 2022
- Annual Contract with option to renew for up to 3 years. Price increases may be reflected in subsequent years

### **Requirements:**

- On-site mobile shoe truck service
- Ability to provide service at multiple locations due to the size of the county
- All Delivery and Incidental charges included in pricing

### **Product Specifications:**

- Custodial & Transportation - slip resistant, fully covered toe and heel; male and female options
- Maintenance and Security – slip resistant, shock resistant, steel or composite toe; male options
- Child Nutrition – slip resistant – **BLACK** only (no cloth); male and female options
- Include minimum of six styles for each gender – One style with wide option

### **Payment:**

- Must allow multiple forms – District issued PO for entire group or possibility of Credit use.

### **Evaluation:**

- |                                  |           |
|----------------------------------|-----------|
| - Quality & Variety              | 20 points |
| - Ability & Schedule of Delivery | 20 points |
| - Warranty/Return Policy         | 20 points |
| - Reporting & Invoicing Samples  | 20 points |
| - Cost                           | 20 points |