RICHLAND ONE ENGAGE • EDUCATE • EMPOWER	**Richland County School District One** **COMPETITIVE FIXED PRICE BID** **Amendment No. 1**	**Solicitation Number** **Date Issued** **Procurement Officer** **Phone** **E-mail Address**	**CFPB 2024-018** **February 8, 2024** **Timika Beaver, PPAD** **803-231-7037** Timika.Beaver@richlandone.org

DESCRIPTION: **"Provide New Educational Publications and Textbooks-Cooperative Contract"**

The Term "Offer" Means Your "Bid" or "Proposal"

SCHEDULE OF EVENTS	DATE AND TIME
QUESTIONS MUST BE RECEIVED BY: **ALL QUESTIONS MUST BE SUBMITTED VIA EMAIL TO: TIMIKA.BEAVER@RICHLANDONE.ORG The solicitation number must appear in the subject line of the email.**	**February 06, 2024 @ 2:00 PM EST**
POST RESPONSE TO BID QUESTIONS	**February 08, 2024 @ 5:00 PM EST**
DEADLINE FOR BID: **PUBLIC VIRTUAL BID OPENING: MEETING ID:** 294 920 980 247 **PASSWORD:** iZ2UNg	**February 27, 2024 @ 2:00 PM EST**

Offer must be submitted in a sealed package. Solicitation Number, Company Name and Opening Date must appear on package.

Offeror shall provide One (1) Original, one (1) Copy, and one (1) USB copy.

SUBMIT YOUR SEALED OFFER TO THE FOLLOWING ADDRESS:
Attn: Timika Beaver, PPAD
Procurement Services
201 Park Street, Room 209
Columbia, S.C. 29201

AWARD& AMENDMENTS	This solicitation, any amendments and award, will be posted at the following web address: https://www.richlandone.org/Page/306\

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 thirty (30) calendar days after the Opening Date

NAME OF OFFEROR **(Full legal name of business submitting the offer)**	**OFFEROR'S TYPE OF ENTITY:** (Check one) ☐ Small ☐ Women ☐ Minority ☐ Other _____
AUTHORIZED SIGNATURE (Person signing must be authorized to submit binding offer to enter contract on behalf of offeror named above)	(See provision entitled "Signing Your Offer")
TITLE **(Business Title of person signing above)**	
PRINTED NAME **(Printed name of person signing above)**	

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 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.

STATE OF INCORPORATION **(If Offeror is a corporation, identify the state of Incorporation.)**

TAXPAYER IDENTIFICATION NO. **(See "Taxpayer Identification Number" provision)**

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(Return Page Two with your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)			
	Area Code	Number	Extension	Facsimile
	E-mail Address			

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders" and "Contract Documents" clauses)
☐ Payment Address same as Home Office Address ☐ Payment Address same as Notice Address (check only one)	☐ Order Address same as Home Office Address ☐ Order Address same as Notice Address (check only one)

ACKNOWLEDGEMENT OF AMENDMENTS

ACKNOWLEDGMENT OF AMENDMENTS	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date
Offeror acknowledges receipt of amendment(s) by number and its date of issue. See "Amendments to Solicitation" Provision								

DISCOUNT FOR PROMPT PAYMENT See "Discount for Prompt Payment" clause	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____Calendar Days (%)

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NOTICE

Solicitation No. 2024-018
Provide New Educational Publications and Textbooks-Cooperative Contract
Amendment No. 1

THE FOLLOWING INFORMATION SHALL BE INCORPORATED AS PART OF THE SOLICITATION MENTIONED ABOVE; ALL OTHER TERMS AND CONDITIONS SHALL REMAIN THE SAME.

Note: Revised Section VIII. Bidding Schedule/Price-Business Proposal Exhibit A

Updates: Cooperative Contract This solicitation will sponsor cooperative purchasing with the following K-12 school districts:

Beaufort	Lancaster	Georgetown	Greenwood 5
Spartanburg 7	Spartanburg 5	Clover	Greenville
Fairfield	Newberry	Orangeburg	Anderson 5
Anderson 1	Florence 1	Lexington One	Spartanburg 2
Darlington	Charleston	Kershaw	Horry
Lexington 5	Fort Mill	Berkeley	Pickens
Dorchester 2	Richland 2	Sumter	Cherokee
Spartanburg 6	Lexington 2	Richland 2	Aiken
Greenwood 51			

Question and Answer

Q1. The Scope of Work mentions that interested Vendors should explain the subject area and types of publications they specialize in. Would Classroom Novels and Supplemental Materials be included in the scope of this bid?

A1. Per Section III. Scope of Work: *Interested vendors may specialize by subject area and must identify the types of publications offered for each subject area. Thus, for example, a vendor might specialize in scientific and technical publications and supply scholarly, textbooks, audio-visual, non-English language, association press, and electronic publications.* **Classroom novels, dictionaries, and thesaurus are included in the above publications list. No additional supplemental materials are included in the scope.**

Q2. Are textbooks a mandatory item for vendors to bid on?

A2. Per Section VI. Award Criteria Award: *will be made by complete lot(s). Offers may be submitted for one (1) or more complete lots or items. Failure to offer on all items within a single lot shall be a reason for rejection.* **No, the LOT 6 Textbook is not mandatory for vendors to bid on.**

Q3. If offered, would a lower discount be accepted for books, publications, and textbooks?

A3. Per Section VI. Award Criteria: *A Minimum discount of 20% off the retail price must be offered. Awards will be made to all responsive and responsible Offerors meeting or exceeding the requirement.* **No, a lower discount off the retail price will not be accepted.**

Q4. Are vendors able to submit terms and conditions with an offer?

A4. Per Section VII. Terms and Conditions Contract Documents and Order of Precedence: *No contract, license, or other agreement containing contractual terms and conditions will be signed by any Using District Department.* **Vendor terms and conditions will not be accepted.**

Q5. Are you able to provide ISBN's of the books needed or publisher list? We have different discount structures with publishers.

A5. Per Section VI. Award Criteria: *A Minimum discount of 20% off the retail price must be offered. Awards will be made to all responsive and responsible Offerors meeting or exceeding the requirement.* **The District cannot provide the ISBN and/or the publisher list; however, the following list of titles below may be utilized and is provided as informational only.**

Lola Gets a Cat	Pete The Cat I Love My White Shoes	On Baking: A Textbook of Baking and Pastry Fundamental
Lola Loves Stories	The Very Hungry Caterpillar	The Shelly Cashman Series, Microsoft 365 & Office 2021 Introductory
Don't Let The Pigeon Drive The Bus	Brown Bear, Brown Bear	Foundations of Marketing
Don't Let The Pigeon Stay Up Late	I Love My Hair	KM Sports and Entertainment Simulation
The Pigeon Wants A Puppy	It's Ok To Be Different	Middle School Exploring Health Science
Giraffes Can't Dance	Please Baby Please	Adobe Photoshop Revealed
David Goes to School	Whistle For Willie	Modern Carpentry, 13th Edition (1 bundle per student)
Pete The Cat and the Groovy Playdate	From Head to Toe	Heavy Duty Truck Systems, 7th Edition (1 Bundle per student)

********** END OF AMENDMENT NO. 1**********

OFFEROR MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT BEFORE THE DATE AND TIME SPECIFIED IN THE SOLICITATION, OR AS AMENDED, BY ONE OF THE FOLLOWING METHODS: (A) BY SIGNING AND RETURNING ONE COPY OF THIS AMENDMENT WITH YUR BID; (B) BY ACKNOWLEDGING RECEIPT OF THIS AMENDMENT ON EACH COPY OF THE OFFER SUBMITTED; OR (C) BY SEPARATE LETTER OR TELEGRAM WHICH INCLUDES A REFERENCE TO THE SOLICITATION AND AMENDMENT NUMBER(S). FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE ISSUING OFFICE BEFORE THE DATE AND TIME SPECIFIED MAY RESULT IN THE REJECTION OF YOUR OFFER. IF BY THIS AMENDMENT YOU DESIRE TO CHANGE AN OFFER ALREADY SUBMITTED, SUCH CHANGE MAY BE MADE BY LETTER OR TELEGRAM, PROVIDED SUCH LETTER OR TELEGRAM MAKES REFERENCE TO THE SOLICITATION AND THIS AMENDMENT AND IS RECEIVED BEFORE THE DATE AND TIME SPECIFIED.

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED

EXHIBIT A

VIII. BIDDING SCHEDULE / PRICE-BUSINESS PROPOSAL

PRICE PROPOSAL (JAN 2006): Notwithstanding any other instructions herein, you shall submit the following price information as a separate document.

Offeror's must respond to each LOT listed, if not interested, a **"NO BID"** response must be indicated in the total field. Failure to adhere to the requirement may deem the offer non-responsive.

LOT 1 **Paperback Books**
(Response required)

Total ____ %

Item Notes: Provide discount percentage to be deducted from the price list on Paperback Books.

Please use the Add Notes link above to advise any additional information pertaining to your response.

This is your bid.

Supplier Notes: _____

LOT 2 **Hardback Books**
(Response required)

Total ____ %

Item Notes: Provide discount percentage to be deducted from the price list on Hardback Books.

Please use the Add Notes link above to advise any additional information pertaining to your response.

This is your bid.

Supplier Notes: _____

LOT 3 **Digital Books (Electronic Books)**
(Response required)

Total: ____ %

Item Notes: Provide discount percentage to be deducted from the price list on Digital Books (Electronic Books).

Please use the Add Notes link above to advise any additional information pertaining to your response.

This is your bid.

Supplier Notes: _____

LOT 4

Reference Books including Dictionaries and Thesaurus
(Response required)

Total ____ %

This is your bid.

Item Notes: Provide discount percentage to be deducted from the price list on Reference Books.

Please use the Add Notes link above to advise any additional information pertaining to your response.

Supplier Notes: _____

LOT 5

Magazines
(Response required)

Total ____ %

This is your bid.

Item Notes: Provide discount percentage to be deducted from the price list on Magazines.

Please use the Add Notes link above to advise any additional information pertaining to your response.

Supplier Notes: _____

LOT 6

Textbooks
(Response required)

Total: ____ %

This is your bid.

Item Notes: Provide discount percentage to be deducted from the price list on Textbooks.

Please use the Add Notes link above to advise any additional information pertaining to your response.

Supplier Notes: _____

LOT 7

Additional/Other items to include in discount pricing.
(Response required)

Total ____ %

This is your bid.

Item Notes: Provide purchase discount percentage below:

Please use the Add Notes link above to advise any additional information pertaining to your response.

Supplier Notes: _____

Shipping *(Response Required)*

1. Does your company offer FREE shipping? *(Required: Check only one)*

   ____**YES**, we offer FREE shipping

   ____ **NO**, we do not offer FREE shipping

2. Are there order requirements for FREE shipping?

   _____ **YES**, FREE Shipping is offered regardless of the order total.

   _____ **NO**, FREE Shipping is applicable only for orders_____. (Response Required)

Do Not Include Sales Tax

DECLARATION
In response to the Invitation to Bid and in compliance with the Instructions to Bidders for the above-named Solicitation, the undersigned offeror proposes and agrees, if this offer is accepted, to enter into a Contract with the Owner on the terms included in the solicitation Documents, and to perform all Work as specified or indicated in said Documents, for the price(s) indicated in this quote and in accordance with the other terms and conditions of the solicitation.

Additionally, the undersigned declares that the person or person(s) signing this offer is/are authorized to sign the offer on behalf of the firm listed, and to fully bind the firm listed to all the conditions and provisions thereof. Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror or Bidder. An offer may be submitted by only one legal entity. The entity named as the Offeror or Bidder 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.

Offeror's Name: _____
(Print)

Authorized Signature: _____
Title:
(Print) _____

Date: _____

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