

	<b>Fixed Price Bid</b> <i>Amendment Two</i>	Solicitation Number Date Issued Procurement Officer Phone E-Mail	220011 September 1, 2021 Aimee Rish 803/777-2261 arish@fmc.sc.edu
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SOLICITATION DESCRIPTION: Groundskeeping Services on an As-Needed Basis

USING GOVERNMENTAL AGENCY: UNIVERSITY OF SOUTH CAROLINA

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

SUBMIT OFFER BY (Opening Date/Time):	<b>09/07/2021 at 11:00 AM REVISED</b> See "Deadline for Submission of Offer" provision.
QUESTIONS MUST BE RECEIVED BY:	06/16/2021 - 3:00 PM <b>DEADLINE EXPIRED</b> See "Questions From Offerors" provision.
NUMBER OF COPIES TO BE SUBMITTED:	One (1) online preferred, or 1 hard copy & digital version on USB drive

**Solicitation openings and closings will be limited to teleconference only: Telephone 800-753-1965/Access code 777 7162**

SUBMIT ELECTRONIC OFFERS VIA THE FOLLOWING URL:	<a href="https://supplier.ps.sc.edu">https://supplier.ps.sc.edu</a>
SUBMIT YOUR SEALED OFFER TO THE FOLLOWING ADDRESS:  See "Submitting Your Paper Offer or Modification" provision.	UofSC Purchasing Department 1600 Hampton St, Suite 606 Columbia, SC 29208

CONFERENCE INFORMATION As appropriate, see "Conferences-Pre-Bid/Proposal" & "Site Visit" provisions.

CONFERENCE TYPE: N/A  DATE & TIME:	LOCATION: N/A
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AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on <b>09/21/2021</b> . The award, this solicitation, and any amendments will be posted at the following web address: <a href="https://supplier.ps.sc.edu">https://supplier.ps.sc.edu</a>
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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 sixty (60) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.

NAME OF OFFEROR (Full legal name of business submitting the offer)	<b>SUPPLIER or OFFEROR ID</b> (Required forevaluation of offer)
PRINTED NAME (Printed name of person signing below)	TITLE (Business title of person signing)
AUTHORIZED SIGNATURE (Person authorized to submit binding offer)	DATE SIGNED

OFFEROR'S TYPE OF ENTITY: (Check only one.) (See "Signing Your Offer" provision.)

Sole Proprietorship     
 Partnership     
 Government Entity (federal/state)

Corporate Entity (not tax-exempt)     
 Corporation (tax-exempt)     
 Order Address

End of COVER PAGE

**PAGE TWO**

**(Return Page Two with your Offer.)**

<p><b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)</p>  <p>Website URL: _____</p>	<p><b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p>  <p>_____</p> <p>Phone Number _____ Facsimile _____</p> <p>_____</p> <p>E-mail Address _____</p>																
<p><b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause.)</p>  <p>___ Payment Address same as Home Office Address</p> <p>___ Payment Address same as Notice Address (check only one)</p>	<p><b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses.)</p>  <p>___ Order Address same as Home Office Address</p> <p>___ Order Address same as Notice Address (check only one)</p>																
<p><b>ACKNOWLEDGMENT OF AMENDMENTS</b> Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision.)</p> <table border="1" style="width:100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width:10%;">Amendment No.</td> <td style="width:15%;">1</td> <td style="width:15%;">2</td> <td style="width:15%;"></td> <td style="width:15%;"></td> <td style="width:15%;"></td> <td style="width:15%;"></td> <td style="width:15%;"></td> </tr> <tr> <td>Amendment Date</td> <td>08/12/2021</td> <td>09/01/2021</td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table>		Amendment No.	1	2						Amendment Date	08/12/2021	09/01/2021					
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<p><b>PREFERENCES - A NOTICE TO VENDORS (SEP 2009):</b> On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at <a href="http://www.procurement.sc.gov/preferences">www.procurement.sc.gov/preferences</a>.</p> <p><b>ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. (11-35-1524(E)(4)&amp;(6))</b></p>																	
<p><b>PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:</b> Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&amp;(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference [11-35-1524(D)]</p>																	
<p>___ In-State Office Address same as Home Office Address</p> <p>___ In-State Office Address same as Notice Address (check only one)</p>																	

End of Page Two

## **OFFEROR & SUPPLIER REGISTRATION REQUIRED**

Potential offerors are strongly encouraged to build, review, or update the status of their online procurement account with the University as quickly as possible. This shall ensure there are no challenges when submitting the bid by the deadline. **DO NOT WAIT UNTIL THE FINAL MINUTES OF THIS EVENT TO SUBMIT YOUR BID.**

For more information, please visit the University's website.

### **Solicitations and Awards**

The University of South Carolina is classified as a governmental body of the executive branch of South Carolina state government. As such, it is required to follow the **South Carolina Consolidated Procurement Code** and its ensuing **regulations** which are promulgated by the **South Carolina State Fiscal Accountability Authority**.

### **New Online Solicitation System**

The Purchasing Department is pleased to announce that our new online solicitation and bidding system is now live. This new web-based software system is used by the Purchasing Department to create online solicitation events, accept electronic bids and proposals, and issue notices of award for procurement contracts resulting from the solicitations. This new system completely replaces the legacy method of posting solicitations directly to our department website.

This new system provides:

- access to a public Supplier Portal (**supplier.ps.sc.edu**) where UofSC Solicitation Opportunities and Award Statements are published.
- an electronic registration process for prospective suppliers to become "Offerors" in the UofSC solicitation system.
- the ability to create and submit electronic responses to Solicitations, by both *Offerors* and existing UofSC *Suppliers*.

There was a 2-phase rollout for this new system:

- Phase 1 began March 1, 2021 - All vendors interested in doing business with the university may register as an **Offeror** (or request a Supplier **User ID** for vendors that **already exist in the university's supplier database**).
- Phase 2 began March 15, 2021 - All registered Offerors or Suppliers have the ability to submit bids and proposals directly online via the Supplier Portal of this new system.

The public access point for all **\*new\*** Procurement activity (i.e. Solicitations and Awards) on or after **March 15, 2021**, will be posted and maintained within the university's **Supplier Portal**. On the Supplier Home Page, public users will be able to view active solicitation events, as well as view more information about Supplier and Offeror registration, including instruction guides and frequently asked questions and answers.

Training resources to assist new Offerors and current Suppliers with the Supplier Portal and UofSC's Solicitation Opportunities will be available in the **New Solicitation System** section of our **Purchasing Toolbox**.

#### **AMENDMENTS TO SOLICITATION (JAN 2004)**

(a) Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: [www.procurement.sc.gov](http://www.procurement.sc.gov)

(b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.

1. The bid opening date has been changed to 09/07/2021 at 11AM.
2. The award date has been revised to 09/21/2021.