



U N I V E R S I T Y O F
SOUTH CAROLINA

AMENDMENT NO. 1

TO: ALL VENDORS
FROM: Damon Hightower
SUBJECT: USC-RFQ-1594-DH - **Field Trip Activities for International MBA Program**
DATE: November 23, 2009

This Amendment No. 1 modifies the Request For Quotes only in the manner and to the extent as stated herein.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 1 IN THE SPACE PROVIDED BELOW AND RETURN IT **WITH THEIR QUOTE**. FAILURE TO DO SO MAY SUBJECT QUOTE TO REJECTION.

Authorized Signature

Name of Offeror

Date

THE FOLLOWING QUESTIONS/CONCERNS WERE RECEIVED FROM VENDORS:

#1 QUESTION/CONCERN FROM VENDOR:

Could you please clarify the academic content of the trip? In the document, you mentioned a lot of specific companies (e.g Universidad de Chile, CORFO, LAN etc.). Will you be arranging for these specific ones yourselves or should we quote these events for you?

#1 ANSWER/RESPONSE:

The provider should be quoting and making arrangements with regard to companies, such as LAN, CORFO but we will make the arrangements with Universidad de Chile. Academic content should be in the form of a briefing about the company, its role in the realm of international business for Chile and any ties there may be to commerce in South Carolina and the United States.

#2 QUESTION/CONCERN FROM VENDOR:

In addition to filling out the forms included on in the RFQ, we would propose submitting a proposal in a format similar to the attached, to ensure clarity of the items included. Let us know if this is OK. This normally bundles the cost of the trip (transportation, hotel, group meals, cost of meeting arrangements, guide fees, etc) in a per person cost assuming double occupancy, with a single room supplement indicated and any discounts for triple room occupancy (if applicable).

#2 ANSWER/RESPONSE:

Provider should provide a quote as specified in order to meet field trip activities requested in quote.

#3 QUESTION/CONCERN FROM VENDOR:

Do we need to also indicate the student lodging fees in this section? On page 7 there is a line item for professor lodging but not student lodging.

#3 ANSWER/RESPONSE:

Provider should provide a quote for lodging, ie hotel fees in Santiago and Vina del Mar for the rooms to be occupied by students which will be paid directly by students. The provider should include the price of the lodging in Santiago and Vina del Mar for the room to be occupied by the faculty leader which is to be paid by the provider as part of the proposal and should be the same hotel as for students.

#4 QUESTION/CONCERN FROM VENDOR:

We are not sure what site tickets refers to? We don't anticipate any additional fees for entrance to parks, etc that would not be covered in our transportation costs quote.

#4 ANSWER/RESPONSE:

For site visits such as vineyard or copper mine, any fees or tickets necessary to visit should be included in the proposal

#5 QUESTION/CONCERN FROM VENDOR:

For company management fees, we will indicate what we charge per meeting confirmed. This would also be included in the pp cost of the proposal

#5 ANSWER/RESPONSE:

Company management fees are for the total services provided by the provider and are to be included in the proposal.

#6 QUESTION/CONCERN FROM VENDOR:

Page 5, Transportation section includes the following section. We are confused by the underlined text, could you clarify?

"Bus transportation to all group activities in Santiago and one day trip to a copper mine. Where group will stay as well as transportation for their free time activities. All group transportation expense including tips is covered by Moore School...."

#6 ANSWER/RESPONSE:

Students will be responsible for air travel to and from Chile. Students will be responsible for ground transportation in their free time. Students will be responsible for ground transportation from airport to hotel upon arrival and from hotel to airport upon departure. Provider will be responsible to transporting students to and from company visits. Provider also responsible for transfer from hotel in Santiago to hotel in Vina del Mar and later from hotel in Vina de Mar to hotel in Santiago. Provider will also be responsible for transportation to and from visit to Copper mine. Provider will be responsible for all tips that may be required for any ground transportation provided.

#7 QUESTION/CONCERN FROM VENDOR:

The itinerary indicates a trip from Viña del Mar to the Colchagua wine valley to visit a winery, which is about 2 hours south of Santiago. It would make much more logistical sense to visit a winery in the Casablanca wine valley, which is right next to Viña. Do you have a specific winery/contact in the Colchagua valley, or would a visit to a winery in the Casablanca valley be acceptable?

#7 ANSWER/RESPONSE:

Intent is to spend weekend in Vina del Mar and visit to winery in proximity to that city, there is no preference, the one mentioned in the proposal was just an example.