



UNIVERSITY OF SOUTH CAROLINA

AMENDMENT NO.2

TO: ALL VENDORS

FROM: William (Dennis) Gallman

SUBJECT: USC-IFB-DG-3288/ Printing of USC Certificates, Diplomas and Cases.

OPENING DATE AND TIME AND AWARD DATE: No Change

DATE: June 5, 2018

This Amendment No. 2 modifies the IFB only in the manner and to the extent as stated herein.

ITEM ONE: CLARIFICATIONS TO QUESTIONS PRESENTED BY VARIOUS VENDORS

1. Question: Is it mandatory to bid on all items, or can we bid on just the covers?

Answer: You must bid on all Items

Question: The amount is listed by cases. How many diploma covers would be in a case?

Answer: We need up to 50 of each style of individual diploma case as described in the specs. In other words, one case holds one diploma.

2. Question: Page 11, Section II, Specifications

** Can you provide a sample of each of the specified diplomas either before bid award or upon bid award for replication?

Answer: Samples can be provided after contract award.

3 Questions: Page 11, Section II, Specifications: You state you need the following products:

- a. Up-Fold Diploma Cases
- b. Panoramic Diploma Cases

*** Would you provide a sample before bid award or upon bid award for replication?

Answer: Samples can be provided after contract award.

4 Questions: Page 12, Section II, FOR DIPLOMAS TO BE DELIVERED TO THE OFFICE OF THE UNIVERSITY REGISTRAR:

Does the University of South Carolina use third party billing for shipping?

Is there a specific floor number or room number to deliver to?

Answer: Regarding the shipping question: We have not typically used third party shipping. The printer bills us directly for the cost when applicable. All diplomas returned to us come to our address at 1244 Blossom St -- no floor number is necessary.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 2 IN THE SPACE PROVIDED BELOW AND RETURN IT **WITH THEIR BID RESPONSE**. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.

Authorized Signature

Firm

Date