



UNIVERSITY OF  
**SOUTH CAROLINA**

**Request for Quotation**

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**THIS IS NOT AN ORDER**

**Purchasing Department | 1600 Hampton Street, Suite 606 | Columbia, SC 29208 | (803) 777-4115**

Quotation must be received no later than: <b>9:00 AM</b>	Send Quotation to above address at Attention of:	Solicitation Number:	Posting Date:
<b>11   25   2019</b>	<b>Dennis Gallman</b>	<b>USC-RFQ-3571-DG</b>	<b>11   18   2019</b>

Print company name and address:

Please quote your lowest delivered price of the item(s) listed below. The Purchasing Department reserves the right to reject any or all quotes and to waive any or all technicalities.

1. If an item cannot be furnished, indicate with "No Quote."
2. All Quotes must be signed by the vendor's representative per the terms noted. Failure to comply with these instructions may result in disqualification of the quote.
3. Faxed or E-mailed Quotes are acceptable. FAX # (803) 777-2032

Federal I.D. or Social Security No. \_\_\_\_\_ SC Minority Certification Number (if applicable). \_\_\_\_\_

Submitted By (Print Name) \_\_\_\_\_ Signature \_\_\_\_\_

Phone Number \_\_\_\_\_ E-mail \_\_\_\_\_

Item #	Quantity and Unit	Description of Supplies or Services	Unit Price	Extended Price
1	1 Lot	Furnish/Deliver Filter for University of South Carolina Housing	See Bid Schedule	
		Point of Contact: Dennis Gallman		
		Email: gallmand@mailbox.sc.edu		
		Vendor Email: _____		
		A faxed or e-mailed quote is acceptable.		
		Quote only as specified. Do not include sales tax.		
		Deliveries Shall be FOB Destination.		
		Award to be made to one vendor.		
		Vendor must bid on all items		

1. Filters must be:
  - a. Generic
  - b. Pleated
  - c. MERV-8 rated
  - d. Specified dimensions
  - e. Each box will be clearly labeled with **filter dimensions and by building** they will be delivered to Housing Warehouse located at 1005 Idlewild Blvd. Columbia, SC
2. Delivery
  - a. Filters must be delivered on specific dates requested. If inclement weather is expected, must notify USC Housing Facilities personnel 48 hours in advance to reschedule delivery
  - b. Filters will be delivered by truck with a lift gate and pallet jack
  - c. Filters will not be delivered between the hours of 11:00 a.m. to 1:00 p.m. on any business day. Delivery during any time other than what has been specified, on weekends, or during holidays will not be accepted.
  - d. Regular business hours are Monday-Friday 8:00-4:30.
    - i. University holiday closings:
      1. Tuesday, December 24<sup>th</sup> 2019
      2. Wednesday, December 25<sup>th</sup> 2019
      3. Thursday, December 26<sup>th</sup> 2019
      4. Friday, December 27<sup>th</sup> 2019
      5. Monday, December 30<sup>th</sup> 2019
      6. Tuesday, December 31<sup>th</sup> 2019
      7. Wednesday, January 1<sup>st</sup> 2020
      8. Monday, January 20<sup>th</sup>, 2020
3. Please note that the calendar provided is to serve as a reference; filters will be delivered on weeks stated and all at once—no multiple-day deliveries will be accepted.
4. Delivery Dates & filter sets delivered:
  - a. Week of **December 9<sup>th</sup> - 13<sup>th</sup> 2019**—Deliver January 2020 filters
  - b. Week of **January 20<sup>th</sup> - 24<sup>th</sup> 2020**—Deliver February 2020 filters
  - c. Week of **February 17<sup>th</sup> - 21<sup>st</sup> 2020**—Deliver March 2020 filters
  - d. Week of **April 20<sup>th</sup> - 24<sup>th</sup> 2020**—Deliver all of **May, June and July 2020 filters**

January 2020 Filter Schedule

Location (address)	Size (inches)	Cases (12 filters per case)	Total Cost
Capstone (902 Barnwell St.)	10 x 20 x 1	26/\$	
Capstone (902 Barnwell St.)	20 x 20 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 20 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 26 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 30 x 1	22/\$	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 26 ½ x1	12/\$	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 32 ½ x1	14/\$	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 20 x 1	2/\$	
Patterson Hall (1520 Devine @ Bull St.)	19 ¾ x 29 x 1	2/\$	
Patterson Hall (1520 Devine @ Bull St.)	16 x 20 x 1	2/\$	
South Tower (614 Bull St.)	9 ¼ x 43 ½ x 1	10/\$	
South Tower (614 Bull St.)	9 ¼ x 41 ½ x 1	6/\$	
South Tower (614 Bull St.)	9 ¼ x 32 x 1	5/\$	
South Tower (614 Bull St.)	20 x 20 x 1	1/\$	
South Tower (614 Bull St.)	20 x 25 x 1	1/\$	
Honors (1209 Blossom St.)	8 ½ x 26 x 1	14/\$	
Honors (1209 Blossom St.)	8 ½ x 30 x 1	18/\$	
Honors (1209 Blossom St.)	8 ½ x 20 x 1	14/\$	
Honors (1209 Blossom St.)	14 x 17 x 1	1/\$	
Bates House (1423 Whaley St.)	6 ½ x 36 x 1	1/\$	
Bates House (1423 Whaley St.)	9 x 19 ½ x 1	36/\$	
Bates House (1423 Whaley St.)	9 x 26 x 1	1/\$	
Bates House (1423 Whaley St.)	9 x 56 x 1	1/\$	
Bates House (1423 Whaley St.)	8 x 37 x 1	1/\$	
Bates West (1405 Whaley St.)	8 ¼ x 34 x 1	1/\$	
Bates West (1405 Whaley St.)	10 ¾ x 44 x 1	2/\$	
Bates West (1405 Whaley St.)	16 ¾ x 20 x 1	5/\$	
Bates West (1405 Whaley St.)	20 x 20 x 1	2/\$	
Bates West (1405 Whaley St.)	20 x 25 x 1	6/\$	

**February 2020 Filter Schedule**

Location (address)	Size (inches)	Cases (12 filters per case)
Total Cost		
Cliff (1321 Whaley St.)	10x22x1	4/\$
Cliff (1321 Whaley St.)	14x20x1	1/\$
Cliff (1321 Whaley St.)	16 x 20x1	9/\$
South Quad (500 Sumter St.)	24x24x1	12/\$
South Quad (500 Sumter St.)	9x56x1	1/\$
South Quad (500 Sumter St.)	18x20x1	1/\$
South Quad (500 Sumter St.)	21x27x1	1/\$
Green Quad (1200 Wheat St.)	15 ¼ x 26 ¾ x 1	13/\$
Green Quad (1200 Wheat St.)	19 x 30 x 1	1/\$
Green Quad (1200 Wheat St.)	20 x 30 x 1	1/\$
Green Quad (1200 Wheat St.)	15 x 17 x 1	1/\$
Green Quad (1200 Wheat St.)	8 ½ x 22 x 1	1/\$
Preston (1323 Greene St.)	8 ½ x 48 x 1	12/\$
Preston (1323 Greene St.)	8 ½ x 30 x 1	4/\$
Preston (1323 Greene St.)	8 ½ x 26 ½ x 1	1/\$
Preston (1323 Greene St.)	8 ½ x 36 ½ x 1	1/\$
Preston (1323 Greene St.)	17 x 21 x 1	1/\$
Women's Quad (1528 Green St.)	11 x 30 ½ x 1	20/\$
Women's Quad (1528 Green St.)	11 x 24 ½ x 1	3/\$
Women's Quad (1528 Green St.)	11 x 54 ½ x 1	1/\$
Women's Quad (1528 Green St.)	11 x 48 ½ x 1	1/\$

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**March 2020 Filter Schedule**

<b>Location (address)</b>	<b>Size (inches)</b>	<b>Cases (12 filters per case)</b>	<b>Total Cost</b>
East Quad (1400 Blossom St.)	8 $\frac{7}{8}$ x 33 $\frac{5}{8}$ x 1	3/\$	
East Quad (1400 Blossom St.)	20 x 25 x 1	10/\$	
11 & 13 Gibbes Court (11 & 13 Gibbes Ct.)	24 x 24 x 1	1/\$	
820 Henderson Street (820 Henderson St.)	20 x 20 x 1	1/\$	
Harper/Elliott (902 Sumter St. access)	8 $\frac{1}{2}$ x 30 x 1	2/\$	
Harper/Elliott (902 Sumter St. access)	8 $\frac{1}{2}$ x 20 x 1	3/\$	
DeSaussure (902 Sumter St. access)	8 $\frac{1}{2}$ x 30 x 1	2/\$	
DeSaussure (902 Sumter St. access)	8 $\frac{1}{2}$ x 20 x 1	1/\$	
Maxcy (1332 Pendleton St.)	20 x 20 x 1	1/\$	
Maxcy (1332 Pendleton St.)	8 $\frac{1}{2}$ x 48 x 1	6/\$	
Maxcy (1332 Pendleton St.)	8 $\frac{1}{2}$ x 40 x 1	6/\$	
Pinkney/Legare (902 Sumter St. access)	20 x 25 x 4	1/\$	
Pinkney/Legare (902 Sumter St. access)	16 x 25 x 2	1/\$	
Pinkney/Legare (902 Sumter St. access)	30 x 8 $\frac{1}{2}$ x 1	1/\$	
Pinkney/Legare (902 Sumter St. access)	20 x 8 $\frac{1}{2}$ x 1	1/\$	
Rutledge (902 Sumter St. access)	16 x 25 x 1	1/\$	
Rutledge (902 Sumter St. access)	20 x 8 $\frac{1}{2}$ x 1	4/\$	
Rutledge (902 Sumter St. access)	30 x 8 $\frac{1}{2}$ x 1	3/\$	
Thornwell (1420 Pendelton St.)	15 x 30 x 1	1/\$	
Thornwell (1420 Pendelton St.)	8 $\frac{1}{2}$ x 36 $\frac{1}{2}$ x 1	1/\$	
Thornwell (1420 Pendelton St.)	20 x 30 x 1	1/\$	
Woodrow (1415 Greene St.)	26 $\frac{1}{2}$ x 15 $\frac{3}{4}$ x 1	4/\$	
McBryde (1309 Blossom St.)	8 x 32 x 1	8/\$	
McBryde (1309 Blossom St.)	8 x 44 x 1	2/\$	
McBryde (1309 Blossom St.)	8 x 28 x 1	13/\$	
101, 105, 109 South Bull St.	20 x 25 x 1	1/\$	
1719 Greene St. A & B	16 x 16 x 1	1/\$	
1723, 1725, 1727 Greene St.	20 x 25 x 1	1/\$	

**May 2020 Filter Schedule**

<b>Location (address)</b>	<b>Size (inches)</b>	<b>Cases (12 filters per case)</b>	<b>Total Cost</b>
Capstone (902 Barnwell St.)	10 x 20 x 1	26 /\$	
Capstone (902 Barnwell St.)	20 x 20 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 20 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 26 x 1	1/\$	
Columbia Hall (918 Barnwell St.)	8 ½ x 30 x 1	22	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 26 ½ x1	12/\$	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 32 ½ x1	14/\$	
Patterson Hall (1520 Devine @ Bull St.)	8 ½ x 20 x 1	2/\$	
Patterson Hall (1520 Devine @ Bull St.)	19 ¾ x 29 x 1	2/\$	
Patterson Hall (1520 Devine @ Bull St.)	16 x 20 x 1	2/\$	
South Tower (614 Bull St.)	9 ¼ x 43 ½ x 1	10/\$	
South Tower (614 Bull St.)	9 ¼ x 41 ½ x 1	6/\$	
South Tower (614 Bull St.)	9 ¼ x 32 x 1	5/\$	
South Tower (614 Bull St.)	20 x 20 x 1	1/\$	
South Tower (614 Bull St.)	20 x 25 x 1	1/\$	
Honors (1209 Blossom St.)	8 ½ x 26 x 1	14/\$	
Honors (1209 Blossom St.)	8 ½ x 30 x 1	18/\$	
Honors (1209 Blossom St.)	8 ½ x 20 x 1	14/\$	
Honors (1209 Blossom St.)	14 x 17 x 1	1/\$	
Bates House (1423 Whaley St.)	6 ½ x 36 x 1	1/\$	
Bates House (1423 Whaley St.)	9 x 19 ½ x 1	36/\$	
Bates House (1423 Whaley St.)	9 x 26 x 1	1/\$	
Bates House (1423 Whaley St.)	9 x 56 x 1	1/\$	
Bates House (1423 Whaley St.)	8 x 37 x 1	1/\$	
Bates West (1405 Whaley St.)	8 ¼ x 34 x 1	1/\$	
Bates West (1405 Whaley St.)	10 ¾ x 44 x 1	2/\$	
Bates West (1405 Whaley St.)	16 ¾ x 20 x 1	5/\$	
Bates West (1405 Whaley St.)	20 x 20 x 1	2/\$	
Bates West (1405 Whaley St.)	20 x 25 x 1	6/\$	

**June 2020 Filter Schedule**

<b>Location (address)</b>	<b>Size (inches)</b>	<b>Cases (12 filters per case)</b>	<b>Total Cost</b>
Cliff (1321 Whaley St.)	10 x 22 x 1	4/\$	
Cliff (1321 Whaley St.)	14 x 20 x 1	1/\$	
Cliff (1321 Whaley St.)	16 ¾ x 20 x 1	9/\$	
South Quad (500 Sumter St.)	24 x 24 x 1	12/\$	
South Quad (500 Sumter St.)	9 x 56 x 1	1/\$	
South Quad (500 Sumter St.)	18 x 20 x 1	1/\$	
South Quad (500 Sumter St.)	21 x 27 x 1	1/\$	
Green Quad (1200 Wheat St.)	15 ¾ x 26 ¾ x 1	13/\$	
Green Quad (1200 Wheat St.)	19 x 30 x 1	1/\$	
Green Quad (1200 Wheat St.)	20 x 30 x 1	1/\$	
Green Quad (1200 Wheat St.)	15 x 17 x 1	1/\$	
Green Quad (1200 Wheat St.)	8 ½ x 22 x 1	1/\$	
Preston (1323 Greene St.)	8 ½ x 48 x 1	12/\$	
Preston (1323 Greene St.)	8 ½ x 30 x 1	4/\$	
Preston (1323 Greene St.)	8 ½ x 26 ½ x 1	1/\$	
Preston (1323 Greene St.)	8 ½ x 36 ½ x 1	1/\$	
Preston (1323 Greene St.)	17 x 21 x 1	1/\$	
Women's Quad (1528 Green St.)	11 x 30 ½ x 1	20/\$	
Women's Quad (1528 Green St.)	11 x 24 ½ x 1	3/\$	
Women's Quad (1528 Green St.)	11 x 54 ½ x 1	1/\$	
Women's Quad (1528 Green St.)	11 x 48 ½ x 1	1/\$	

**July 2020 Filter Schedule**

<b>Location (address)</b>	<b>Size (inches)</b>	<b>Cases (12 filters per case)</b>	<b>Total Cost</b>
East Quad (1400 Blossom St.)	8 $\frac{1}{2}$ x 33 $\frac{3}{4}$ x 1	3/\$	
East Quad (1400 Blossom St.)	20 x 25 x 1	10/\$	
<b>11 &amp; 13 Gibbes Court (11 &amp; 13 Gibbes Ct.)</b>			
11 & 13 Gibbes Court (11 & 13 Gibbes Ct.)	24 x 24 x 1	1/\$	
820 Henderson Street (820 Henderson St.)	20 x 20 x 1	1/\$	
Harper/Elliott (902 Sumter St. access)	8 $\frac{1}{2}$ x 30 x 1	2/\$	
Harper/Elliott (902 Sumter St. access)	8 $\frac{1}{2}$ x 20 x 1	3/\$	
DeSaussure (902 Sumter St. access)	8 $\frac{1}{2}$ x 30 x 1	2/\$	
DeSaussure (902 Sumter St. access)	8 $\frac{1}{2}$ x 20 x 1	1/\$	
Maxcy (1332 Pendleton St.)	20 x 20 x 1	1/\$	
Maxcy (1332 Pendleton St.)	8 $\frac{1}{2}$ x 48 x 1	6/\$	
Maxcy (1332 Pendleton St.)	8 $\frac{1}{2}$ x 40 x 1	6/\$	
Pinkney/Legare (902 Sumter St. access)	20 x 25 x 4	1/\$	
Pinkney/Legare (902 Sumter St. access)	16 x 25 x 2	1/\$	
Pinkney/Legare (902 Sumter St. access)	30 x 8 $\frac{1}{2}$ x 1	1/\$	
Pinkney/Legare (902 Sumter St. access)	20 x 8 $\frac{1}{2}$ x 1	1/\$	
Rutledge (902 Sumter St. access)	16 x 25 x 1	1/\$	
Rutledge (902 Sumter St. access)	20 x 8 $\frac{1}{2}$ x 1	4/\$	
Rutledge (902 Sumter St. access)	30 x 8 $\frac{1}{2}$ x 1	3/\$	
Thornwell (1420 Pendelton St.)	15 x 30 x 1	1/\$	
Thornwell (1420 Pendelton St.)	8 $\frac{1}{2}$ x 36 $\frac{1}{2}$ x 1	1/\$	
Thornwell (1420 Pendelton St.)	20 x 30 x 1	1/\$	
Woodrow (1415 Greene St.)	26 $\frac{1}{2}$ x 15 $\frac{3}{4}$ x 1	4/\$	
<b>McBryde (1309 Blossom St.)</b>			
McBryde (1309 Blossom St.)	8 x 32 x 1	8/\$	
McBryde (1309 Blossom St.)	8 x 44 x 1	2/\$	
McBryde (1309 Blossom St.)	8 x 28 x 1	13/\$	
<b>101, 105, 109 South Bull St.</b>			
101, 105, 109 South Bull St.	20 x 25 x 1	1/\$	
1719 Greene St. A & B	16 x 16 x 1	1/\$	
1723, 1725, 1727 Greene St.	20 x 25 x 1	1/\$	

TOTAL COST (January 2020- July 2020) \$ \_\_\_\_\_



Resident Vendor Preference \_\_\_\_\_

SC End Product Preference \_\_\_\_\_

US End Product Preference \_\_\_\_\_

**Note:** The commodity preferences do not apply to a single unit of an item with a price in excess of \$50,000 or a single award with a total potential value in excess of \$500,000. [11-35-1524(E)(2)] or a single award with a total potential value in excess of \$5000.

## ADDITIONAL CONDITIONS

PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): 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 [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). **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)&(6)]

PREFERENCES - SC/US END-PRODUCT (SEP 2009): Section 11-35-1524 provides a preference to vendors offering South Carolina end-products or US end-products, if those products are made, manufactured, or grown in SC or the US, respectively. An end-product is the tangible project identified for acquisition in this solicitation, including all component parts in final form and ready for the use intended. The terms "made," "manufactured," and "grown" are defined by Section 11-35-1524(A). By signing your offer and checking the appropriate space(s) provided and identified on the bid schedule, you certify that the end-product(s) is either made, manufactured or grown in South Carolina, or other states of the United States, as applicable. Preference will be applied as required by law. Post award substitutions are prohibited. See "Substitutions Prohibited - End Product Preferences (Sep 2009)" provision.

PREFERENCES - RESIDENT VENDOR PREFERENCE (SEP 2009): To qualify for the RVP, you must maintain an office in this state. An office is a nonmobile place for the regular transaction of business or performance of a particular service which has been operated as such by the bidder for at least one year before the bid opening and during that year the place has been staffed for at least fifty weeks by at least two employees for at least thirty five hours a week each. In addition, you must either: (1) maintain at a location in South Carolina at the time of the bid an inventory of expendable items which are representative of the general type of commodities for which the award will be made and which have a minimum total value, based on the bid price, equal to the lesser of fifty thousand dollars [\$50,000] or the annual amount of the contract; or (2) be a manufacturer headquartered and having an annual payroll of at least one million dollars in South Carolina and the end product being sold is either made or processed from raw materials into a finished end product by that manufacturer or its affiliate (as defined in Section 1563 of the Internal Revenue Code).