



THE CITADEL

Solicitation Number	IFB 21022-DT
Addendum #	1
Date Issued	May 20, 2021
Procurement Officer	Deborah Taylor
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SOLICITATION TITLE: Printing and delivery of yearbooks

TYPE OF ADDENDUM:

- Change or clarification to the Solicitation’s specifications, requirements, or scope of work.
- Questions posed regarding the Solicitation and their respective answers by The Citadel.

QUESTIONS FROM OFFERORS - AMENDMENT (JUN 2017)

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE “STATE’S RESPONSE” SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE “STATE’S RESPONSE” DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED. 02-2A097-1]

- Other Change:

IMPORTANT NOTICE:

Contractor is required to acknowledge receipt of this Addendum by signing below and returning a copy with its Offer.

Solicitation specification change:

Page 15, E. INK:

Delete: “Text: 1. Color throughout

2. full color 80 page section to include Corps Day (this event takes place the 3rd week of March)”

Replace with: “Process color throughout”

Questions 1 thru 4 – on page 2 and 3

Except as provided herein, all terms and conditions of the Solicitation referenced above remain unchanged and in full force and effect.

SIGNATURE OF PERSON AUTHORIZED TO EXECUTE ON BEHALF OF OFFEROR

Signature: _____

Printed Name & Title: _____

Company Name: _____

Date: _____

1. Is it permissible for Balfour to submit additional hard copy information literature with the bid, i.e. information about our technologies, sample yearbook, printing capabilities? If so, is it permissible to have this literature on the thumb drive in digital format as well, except for the sample yearbook?

Response

I will point out the specifications in the solicitation below:

Page 18,

QUALIFICATIONS – REQUIRED INFORMATION (MAR 2015): Submit the following information or documentation for you and for any subcontractor (at any tier level) that you identify pursuant to the clause titled Subcontractor – Identification. **Err on the side of inclusion.** You represent that the information provided is complete. (a) The general history and experience of the business in providing work of similar size and scope. (b) Information reflecting the current financial position. Include the most current financial statement and financial statements for the last two fiscal years. If the financial statements have been audited in accordance with the following requirements, provide the audited version of those statements. [Reference Statement of Financial Accounting Concepts No. 5 (FASB, December, 1984), as amended.] (c) A detailed, narrative statement listing the three most recent, comparable contracts (including contact information) which have been performed. For each contract, describe how the supplies or services provided are similar to those requested by this solicitation, and how they differ. (d) A list of every business for which supplies or services substantially similar to those sought with this solicitation have been provided, at any time during the past three years. (e) A list of every South Carolina public body for which supplies or services have been provided at any time during the past three years, if any. (f) List of failed projects, suspensions, debarments, and significant litigation.

[05-5015-2]

Page 19,

All offerors must submit information regarding their company history and to establish the capabilities that ensure successful completion of all requirements contained in this IFB.

If you would like hard copy information to go to the evaluators, please submit at least two copies since I will retain the original of all documents as well as a thumb drive. It is permissible to submit your information on thumb drives as well.

2. Page 15, Section E: INK.... The request is for 1 color throughout with one 80 page section of process color to include Corps Day. The last 4 books have all been full process color. Do you want to go backwards to mostly black and white?

Response

Page 15, E. INK:

Delete: “Text: 1. Color throughout

2. full color 80 page section to include Corps Day (this event takes place the 3rd week of March)”

Replace with: “Process color throughout”

3. Several references to Corps Day schedule and dates. Is that now Recognition Day with a later date than Corps Day normally occurred?

Response

Recognition Day and Corps Day happen on the same weekend. (Last weekend in March)

4. Page 31, #3. There is a line that reads, “Additional Estimated Quantity of copies after initial delivery.” Is this a request for pricing on a re-order after the books have already been delivered?

Response

Yes, this is pricing on additional copies IF NEEDED. Not sure how many- may be less than 300 (IF EVEN NEEDED-Again, this is just if we run short after distributing the 2130).