



Request for Quote - Amendment 1

Solicitation Number: MTC-RFQ-0879
 Date Issued: 01/13/16
 Procurement Officer: Rina Drescher
 Phone: (803) 822-3209
 E-Mail Address: drescherr@midlandstech.edu
 URL: www.midlandstech.edu/procurement

DESCRIPTION: **Provide Business Cards and Landing Page For Midlands Technical College**

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

SUBMIT OFFER BY (Opening Date/Time): January 20, 2016 at 11: A.M., See provision entitled "Deadline For Submission of Offer"
 NUMBER OF COPIES TO BE SUBMITTED: One (1) Original in Hardcopy
 QUESTIONS MUST BE RECEIVED BY: January 13, 2016 at 11:00 A.M., See provision entitled "Questions From Offerors"

SUBMIT YOUR OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:	PHYSICAL ADDRESS:
Midlands Technical College Procurement Office P.O. Box 2408 Columbia, SC 29202	Midlands Technical College Reed Hall - 104 1260 Lexington Drive West Columbia, SC 29170
CONFERENCE TYPE: DATE & TIME:	LOCATION:

See provision entitled "Submitting Your Offer"

AWARD & AMENDMENTS	Award will be posted on at the Physical Address stated above. The award, this solicitation, and any amendments will be posted at the following web address: http://www.midlandstech.edu/procurement	
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 thirty (30) calendar days after the Opening Date.		
NAME OF OFFEROR (Full legal name of business submitting the offer)	OFFERORS TYPE OF ENTITY: (Check one)	
AUTHORIZED SIGNATURE (Persons signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)	<input type="checkbox"/> Minority Business <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ (See provision entitled "Signing Your Offer".)	
TITLE (Business title of person signing above)	DATE SIGNED	
PRINTED NAME (Printed name of person signing above)		
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. 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.		
STATE OF INCORPORATION (If offeror is a corporation, identify the state of incorporation.)		
TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)	STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)	

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Area Code - _____ Number - Extension Facsimile _____ E-mail Address _____

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address (check only one)	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one)

ACKNOWLEDGMENT OF AMENDMENTS
 Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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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. **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 - ADDRESS AND PHONE OF IN-STATE OFFICE: 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)&(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)).

_____ In-State Office Address same as Home Office Address
 _____ In-State Office Address same as Notice Address (check only one)

AMENDMENT - NO. 1

Solicitation # MTC-RFQ-0879

AMENDMENTS TO SOLICITATION (JANUARY 2004) (a) The 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.midlandstechtech.edu/vendors (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. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

ACKNOWLEDGE RECEIPT OF THIS AMENDMENT PRIOR TO DATE AND TIME SPECIFIED IN THE SOLICITATION, OR AS AMENDED, BY ONE OF THE FOLLOWING METHODS: (A) BY SIGNING AND RETURNING ONE COPY OF THIS AMENDMENT WITH YOUR BID; (B) BY ACKNOWLEDGING RECEIPT OF THIS AMENDMENT ON EACH COPY OF THE OFFER SUBMITTED; OR (C) BY SEPARATE LETTER OR TELE-GRAM WHICH INCLUDES A REFERENCE TO THE SOLICITATION AND AMENDMENT NUMBER(S). FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE ISSUING OFFICE PRIOR TO DATE AND TIME SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. IF, BY VIRTUE OF THIS AMENDMENT YOU DESIRE TO CHANGE AN OFFER ALREADY SUBMITTED, SUCH CHANGE MAY BE MADE BY LETTER OR TELEGRAM, PROVIDED SUCH LETTER OR TELEGRAM MAKES REFERENCE TO THE SOLICITATION AND THIS AMENDMENT AND IS RECEIVED PRIOR TO DATE AND TIME SPECIFIED.

RESPONSES TO WRITTEN QUESTIONS RECEIVED:

QUESTION 1: Why is the RFQ written so specific as to type of digital press? Should it not include or similar type press?

ANSWER: An Indigo press is the only digital press that uses liquid inks and not toner cartridges. Using liquid inks results in a higher quality finished product. Unlike most digital presses that use toner, the liquid ink binds itself into the fibers of the paper, meaning that the prints look more like traditional offset printing. Most other digital printers use toner, and the toner sits on top of the paper, giving the ink a glossy look. The quality, consistency and color of the business cards must match the other existing components of our college stationery (which are printed on a traditional offset press since they are printed in much larger quantities). Because of the proprietary technology the Indigo press uses, it is capable of most closely replicating our existing materials.

QUESTION 2: If you are trying to match as close to all your other stationery which by your account is run on an offset press. Then why can we not have the option to run the cards on an offset press?

ANSWER:

- Printing the cards on an offset press resulting in inconsistent color.
- A shell of the cards was printed at one time on a 4-color offset press. As each card was ordered, the individual name, title, etc. was printed on the existing 4-color cards using two PMS colors.

- On various samples of the cards that were printing using this method (using both 4 color process and going back later and printing two solid PMS colors) the colors did not match.
- It is extremely difficult to match solid PMS colors and process colors. Cards would have to be run individually (500 per order) on a six-color press (CMYK plus 2 PMS colors) and it is still highly unlikely that would result in an acceptable match.

QUESTION 3: How many employees would you liked quoted for each quantity?

ANSWER: 250 employees per year, 500 cards in a box.

BIDDER SHALL ACKNOWLEDGE RECEIPT OF AMENDMENT NO. 1 IN THE SPACE PROVIDED ON PAGE TWO AND RETURN IT WITH THEIR BID RESPONSE. FAILURE TO DO SO MAY SUBJECT BID TO REJECTION.