

REQUEST FOR QUOTATION

April 15, 2025

RFQ: FY25-RFQ-20 Laser Cutter for THREAD Makerspace

REPLY BY: April 27, 2025 @ 10 AM

REPLY TO:

Krista Scherpf
Procurement SpecialistPHONE NUMBER: 803-323-2143
EMAIL: scherpfk@winthrop.eduDELIVERY DESTINATION:
scherpfk@winthrop.eduINVOICE TO:
Winthrop University
Accounts Payable
125 Tillman Bldg.
Rock Hill SC 29733
PAYMENT TERMS: NET 30

SCOPE OF WORK:

1. Winthrop University is seeking quotes from qualified and experienced companies (individually or collectively, the "Proposer") interested in providing a Universal VLS6.75 laser platform.
2. Bid only as specified. No substitutions will be allowed.
3. Bids/Quotes will be submitted electronically to Krista Scherpf at scherpfk@winthrop.edu.
4. Questions: Any prospective offeror desiring an explanation or interpretation of the solicitation, drawings, specifications, etc., must request it in writing. Questions regarding the original solicitation or any amendment must be received by the Procurement Officer by **Wednesday, April 22, 2025 by 12:00 PM EST.** Questions



Procurement Services

210 Tillman Hall
Rock Hill, SC 29733

should be submitted via email to scherpfk@winthrop.edu

5. Protest: If you are aggrieved in connection with the solicitation or award of the contract, you may be entitled to protest but only as provided in Section 11-35-4210. To protest a solicitation, you must submit a protest within fifteen days of the date the applicable solicitation document is issued. To protest an award, you must (i) submit notice of your intent to protest within seven business days of the date the award notice is posted, and (ii) submit your actual protest within fifteen days of the date the award notice is posted. Days are calculated as provided in Section 11-35-310(13). Both protests and notices of intent to protest must be in writing and must be received by the appropriate Chief Procurement Officer within the time provided. See clause entitled "Protest-CPO". The grounds of the protest and the relief requested must be set forth with enough particularity to give notice of the issues to be decided. [02-2A085-2]
6. Deliveries shall be F.O.B. Destination, freight prepaid to Winthrop University. It is agreed by the parties hereto that delivery by the contractor to the common carrier does not constitute delivery to the University. Any claim for loss or damages shall be between the contractor and the carriers. All freight costs must be included in the cost of the items. Do not add a separate line for freight.
7. Unit price to be shown for each item.
8. Partial shipments will not be accepted on the specified quantity and on the specified delivery dates listed in the delivery schedule.
9. Delivery Schedule: Delivery and Installation target date is **preferred** to be June 15, 2025.

BIDDING PROPOSAL/COST PROPOSAL

Item No.	Description	QTY	U/M	Unit Price	Total Price
1	Universal VLS6.75 laser platform (18" x 32" bed size)	1	EA		
2	BOFA AD Oracle iQ extraction system	1	EA		
3 – preferred	Control Panel	1	EA		

DATE: _____**COMPANY NAME:** _____**ADDRESS:**

_____**PHONE:** _____**EMAIL:** _____**PRINTED NAME OF PERSON SUBMITTING QUOTE:**
_____**SIGNATURE OF PERSON SUBMITTING QUOTE:**

*** Your signature confirms the pricing and the delivery completion date. Return all pages
of this Request for Quote. ***



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