

Winthrop University Invitation For Bid Amendment 1	Solicitation: Date Issued: Procurement Officer: Phone: E-Mail Address: Mailing Address:	24-IFB DIPLOMA 11/15/2023 MELISSA MIMS 803-323-2143 mims@winthrop.edu WINTHROP UNIVERSITY PROCUREMENT SERVICES 210 TILLMAN HALL Rock Hill SC 29733-0001
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DESCRIPTION: **Diplomas, Certificates, Covers, etc**

USING GOVERNMENTAL UNIT: **Winthrop University**

SUBMIT YOUR OFFER ON-LINE AT THE FOLLOWING URL: http://www.procurement.sc.gov For FedEx and UPS deliveries: OR For USPS deliveries: OR Hand Carry:		
Winthrop University	Winthrop University	Winthrop University
Procurement Services, 210 Tillman	Procurement Services	Procurement Services
2020 Alumni Drive	349 Columbia Avenue	Tillman Hall Rm 210 – Drop
Box		
Rock Hill, SC 29733	Rock Hill, SC 29733	Rock Hill SC 29733

SUBMIT OFFER BY (Opening Date/Time): **11/21/2023 @ 11:00 AM** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **11/10/2023 08:00 AM** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **1 Original**

CONFERENCE TYPE: N/A (As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)		LOCATION: Not Applicable
AWARD & AMENDMENTS	Award will be posted on 11/28/2023 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.procurement.sc.gov	
You must submit a signed copy of this form with Your Offer. By signing, 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. (See "Signing Your Offer" provision.)		
NAME OF OFFEROR (full legal name of business submitting the offer)	Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.	
AUTHORIZED SIGNATURE (Person must be authorized to submit binding offer to contract on behalf of Offeror.)	DATE SIGNED	
TITLE (business title of person signing above)	STATE VENDOR NO. (Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)	
PRINTED NAME (printed name of person signing above)	STATE OF INCORPORATION (If you are a corporation, identify the state of incorporation.)	
OFFEROR'S TYPE OF ENTITY: (Check one) (See "Signing Your Offer" provision.) ☐ Sole Proprietorship ☐ Partnership ☐ Other _____ ☐ Corporate entity (not tax-exempt) ☐ Corporation (tax-exempt) ☐ Government entity (federal, state, or local)		

AMENDMENTS TO SOLICITATION (JAN 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.procurement.sc.gov(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. [02-2A005-1]

Questions and Answers:

1. The Responsiveness/Improper Offers section (page 8 of the solicitation) states that separate offers may be submitted for Invitation for Bids solicitations, as long as the offers are submitted as separate documents and have significant differences other than price. Can the University please confirm that this is an Invitation for Bids solicitation and not a Request for Proposals solicitation?

Winthrop's Response: This is an Invitation for Bid

2. The Award Criteria – Bids section (page 15 of the solicitation) states that award will be made to “the lowest responsible and responsive” offeror. Does the University have any flexibility in its evaluation process to account for factors other than price? For example, if a bidder's solution offered differentiating features and/or a better value to the University, could that bidder be awarded the contract over a lower-priced bid offering fewer benefits?

Winthrop's Response: This is an Invitation for Bid therefore the award will be made to the lowest responsive and responsible offeror.

3. The Award to One Offeror section (page 15 of the solicitation) indicates that an award will be made to only one offeror. Does the University have any flexibility on this matter? For example, would the University be open to making two awards, one for diplomas and one for diploma covers?

Winthrop's Response: The award will be made to one offeror.