

COVER PAGE (NOV. 2007)

INVITATION FOR BID **Amendment 1**

Solicitation Number:
Date Issued:
Procurement Officer:
Phone:
E-Mail Address:

IFB0161-19 December 9, 2019 Teresa Welch 843-349-7830 Teresa.welch@hgtc.edu

DESCRIPTION: Landscaping-Yard Maintenance Services for HGTC Conway, Myrtle Beach and Georgetown Campuses.

The Term "Offer" Means Your "Bid" or "Proposal"											
SUBMIT OFFER BY: (Opening Date/Time): QUESTIONS MUST BE RECEIVED BY: NUMBER OF COPIES TO BE SUBMITTED:	01/09/2020 12/18/2019 (2) One	•									
SUBMIT YOUR OFFER TO EITHER OF THE FOLLOWING ADDRESSES:											
MAILING ADDRESS: Horry Georgetown Technical Procurement Office, Teresa \ PO Box 261966 Conway, SC 29528-6066	College Velch		PHYSICAL ADDRESS: Horry Georgetown Technical College Procurement Office, Teresa Welch Bldg. 100, Room 120 2050 Hwy. 501 E, Conway, SC 29526								
LL BIDS MUST BE MAILED IN A SEALED ENVELOPE MARKED ON THE OUTSIDE WITH OFFEROR'S NAME AND ADDRESS, OLICITATION NAME AND NUMBER TO THE ADDRESS ABOVE. No e-mails or faxes will be accepted. <u>ALL MAIL IS PICKED UP</u> ROM THE US POSTAL SERVICE ONCE DAILY AROUND 2:00 P.M. (EXCLUDING WEEKENDS AND HOLIDAYS)											
CONFERENCE TYPE: Campus On Site Vis DATE & TIME: See page 11 for detail As appropriate, see "Conferences – Pre-B	<u>ls</u>		Conway Campus –Building 100 Purchasing 2050 Hwy 501 East								
AWARD & Intent to Award will be posted on 01/13/2020. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: https://www.hgtc.edu/purchasing											
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 offe	r)	with, tofferor name of division	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			TAXPAYER IDENTIFICATION NO.								
(Person must be authorized to submit binding offer to contract on behalf of Offeror.)			(See "Taxpayer Identification Number" provision)								
TITLE			STATE VENDOR NO.								
(business title of person signing above)			(Register to Obtain S.C. Vendor No. at <u>www.procurement.sc.gov</u>)								
PRINTED NAME DATE SIGNED			STATE OF INCORPORATION								
(printed name of person signing above)		(If you	are a corporation,	identify the state of incorporation.)							
OFFEROR'S TYPE OF ENTITY: (Check one	*)		(See "Signing Your Offer" provision.)								
Sole Proprietorship	Partnershi	ip	Other								
Corporate entity (not tax-exempt)Corporation (tax-exempt)Government entity (federal, state, or local)											

PAGE TWO

(Return Page Two with Your Offer)

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 AddressOrder 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 Amend		dment No. Amendment Issue Date				
DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause) 10 Calendar Days (%) 20 Calendar Days (%)		20 Calenda	ar Days (%)	Days (%) 30 Calendar Days (%)		Calendar Days (%)					
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 (check only one)											

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: https://www.hgtc.edu/purchasing. (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 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 PROVISON. STRICKEN TEXT IS DELETED. [02-2A097-1]

The following question(s) was/were received pursuant to the original date and time specified on the front of the solicitation:

1. Question: Do the ornamental grasses at the HGTC Georgetown campus get trimmed?

Answer: Yes, the ornamental grasses are to be trimmed once a year or as designated by the HGTC Grounds Supervisor.