

 REQUEST FOR PROPOSAL AMENDMENT 1	Solicitation Number: RFP0025-18 Date Issued: 12/12/2018 Procurement Officer: Dianna Cecala Phone: 843-349-5207 E-Mail Address: Dianna.cecala@hgtc.edu

DESCRIPTION: **PLC Training System and an AC Motor Drive Troubleshooting Training System**

USING GOVERNMENTAL UNIT: **Horry Georgetown Technical College**

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.

SUBMIT YOUR SEALED PROPOSAL TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS: Procurement Office Horry Georgetown Technical College PO Box 261966 Conway, SC 29528-6066	PHYSICAL ADDRESS: Procurement Office Horry Georgetown Technical College 2050 Hwy 501 E, Bldg 100, Room 120 Conway, SC 29526
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SUBMIT OFFER BY (Opening Date/Time): **12/19/2018 4:00 pm** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY **12/13/2018 5:00 pm** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **Four (4) Technical Proposal, One (1) Business Proposal, One (1) Electronic Redacted Copy of Technical Proposal marked "Redacted", One (1) Electronic Redacted Copy of Business Proposal marked "Redacted",** (See "Submitting Redacted Offers" provision Section IV, "Submitting Confidential Information" Section II.A., & "Electronic Copies-Required Media and Format" provision Section II. B.) **Initial here if NO redacted copy is necessary** _____

CONFERENCE TYPE Non-Mandatory Pre-Bid DATE & TIME: 12/10/2018 at 10:00 a.m. (As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)	LOCATION: HGTC 2050 Hwy. 501 E Conway, SC 29526 Bldg. 100, Room 122
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AWARD & AMENDMENTS	The Intent to Award will be posted on January 15, 2019. The Intent to Award and final award, this solicitation, any amendments, and any related notices will be posted at the following web address: http://www.hgtc.edu/purchasing
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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 sixty (60) calendar days after the Opening Date.
 (See "Signing Your Offer" and "Electronic Signature" provisions.)

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.)		TAXPAYER IDENTIFICATION NO. (See "Taxpayer Identification Number" provision)
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)	DATE SIGNED	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)

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	____ Order Address same as Home Office Address
____ Payment Address same as Notice Address (check only one)	____ 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 (%)

PREFERENCES - A NOTICE TO VENDORS
Preferences do not apply to Request for Proposals per SC Consolidated Procurement Code Section 11-35-1524, part (5).

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:
Not Applicable

Amendment # 1
RFP0025-18 PLC Training System and an AC Motor Drive Troubleshooting Training System

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]

This solicitation incorporates by amendment the following clarifications with questions being listed in black font with HGTC responses being in red.

1. There is about a 90 day delivery schedule for these products. When does the college expect to begin using the equipment?

Answer: HGTC plans to incorporate the new equipment beginning August 2019 Fall semester.

2. Our company can train your faculty either on-site at your facility or at the manufacturer's training facility. Which do you prefer?

Answer: HGTC will accept either options for training. Please submit a price for both and make a notation regarding where the training will be held. Travel costs will have to be estimated.

ALL OTHER TERMS, CONDITIONS, BIDDING INSTRUCTIONS, AND SPECIFICATIONS REMAIN UNCHANGED. IF THERE ARE ANY QUESTIONS OR IF ANY CONFUSION OR UNCERTAINTY ARISES AS A RESULT OF THIS AMENDMENT, IT IS THE SOLE RESPONSIBILITY OF THE OFFEROR TO CONTACT THE PROCUREMENT OFFICER FOR CLARIFICATION. CONTACT INFORMATION CAN BE FOUND IN THE TOP RIGHT HAND CORNER OF THE COVER PAGE OF THIS AMENDMENT. REFERENCE THE "DUTY TO INQUIRE" CLAUSE IN THE ORIGINAL REQUEST FOR PROPOSAL.

Submitted By: Dianna Cecala, Procurement Manager