

 <b>HORRY GEORGETOWN TECHNICAL COLLEGE</b>	<b>INVITATION FOR BID Amendment #1</b>	Solicitation Number:	IFB0189-23
		Date Issued:	January 4, 2024
		Procurement Officer:	Toni Richardson
		Phone:	843-349-3680
		E-Mail Address:	Toni.richardson@hgtc.edu

DESCRIPTION: QuickBase Data Management Software or Approved Equal

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

SUBMIT OFFER BY (Opening Date/Time): January 22, 2024 @ 3:00 P.M. (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: January 16, 2024 @ 3:00 P.M. (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **(1) One**

SUBMIT YOUR BID TO EITHER OF THE FOLLOWING ADDRESSES:

**MAILING ADDRESS:**

Horry Georgetown Technical College  
Procurement Office,  
PO Box 261966  
Conway, SC 29528-6066

**PHYSICAL ADDRESS:**

Horry Georgetown Technical College  
Procurement Office,  
Bldg. 100, Room 120  
2050 Hwy. 501 E., Conway, SC 29526

**ALL BIDS MUST BE MAILED OR HAND DELIVERED TO EITHER ADDRESS ABOVE, IN A SEALED ENVELOPE MARKED WITH SOLICITATION NAME AND NUMBER. No e-mails or faxes will be accepted.**

CONFERENCE TYPE: N/A DATE & TIME:  <b>As appropriate, see "Conferences – Pre-Bid/Proposal" &amp; "Site Visit" provisions</b>	LOCATION: N/A
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<b>AWARD &amp; AMENDMENTS</b>	Award will be posted on January 25, 2024. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="https://www.hgtc.edu/purchasing">https://www.hgtc.edu/purchasing</a>
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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 thirty (30) calendar days after the Opening Date.

<b>NAME OF OFFEROR</b>  (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.	
<b>AUTHORIZED SIGNATURE</b>  (Person must be authorized to submit binding offer to contract on behalf of Offeror.)	<b>TAXPAYER IDENTIFICATION NO.</b>  (See "Taxpayer Identification Number" provision)	
<b>TITLE</b>  (Business title of person signing above)	<b>STATE VENDOR NO.</b>  (Register to Obtain S.C. Vendor No. at <a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a> )	
<b>PRINTED NAME</b>  (Printed name of person signing above)	<b>DATE SIGNED</b>	<b>STATE OF INCORPORATION</b>  (If you are a corporation, identify the state of incorporation.)

<b>OFFEROR'S TYPE OF ENTITY: (Check one)</b>			(See "Signing Your Offer" provision.)
<input type="checkbox"/> Sole Proprietorship	<input type="checkbox"/> Partnership	<input type="checkbox"/> Other _____	
<input type="checkbox"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)	<input type="checkbox"/> 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)  <hr/> Area Code - Number - Extension                      Facsimile  E-mail Address
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PAYMENT ADDRESS ( Address to which payments will be sent.) (See "Payment" clause)   ___ Payment Address same as Home Office Address ___ Payment Address same as Notice Address <b>(check only one)</b>	ORDER ADDRESS ( Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)   ___ Order Address same as Home Office Address ___ Order Address same as Notice Address <b>(check only one)</b>
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**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](http://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)**

**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.hgtc/purchasing](http://www.hgtc/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]

**This solicitation has been revised to include the Resident Contractor Preference and a revised Bidding Scheduled as follows:**

**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](http://www.procurement.sc.gov/preferences) [www.procurement.sc.gov/preferences](http://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)] [02-2B111-1]

**PREFERENCES - RESIDENT CONTRACTOR PREFERENCE (SEP 2009)**

To qualify for the RCP, you must maintain an office in this state. An office is a nonmobile place for the regular transaction of business or performance of a particular service which has been operated as such by the bidder for at least one year before the bid opening and during that year the place has been staffed for at least fifty weeks by at least two employees for at least thirty-five hours a week each. In addition, you must, at the time you submit your bid, directly employ, or have a documented commitment with, individuals domiciled in South Carolina that will perform services expressly required by the solicitation and your total direct labor cost for those individuals to provide those services must exceed fifty percent of your total bid price. [11-35-1524(C)(1)(iii)] Upon request by the procurement officer, you must identify the persons domiciled in South Carolina that will perform the services involved in the procurement upon which you rely in qualifying for the preference, the services those individuals are to perform, and documentation of your labor cost for each person identified. If requested, your failure to provide this information promptly will be grounds to deny the preference (and, potentially, for other enforcement action). [02- 2B113A-1]

Bidding Schedule has been revised to include Resident Contractor Preference as follows:

**VII. BIDDING SCHEDULE**

ITEM	QTY.	DESCRIPTION	PRICE
01	Yr. 1	QuickBase Software Subscription or approved equal to include implementation, training and support. RCP_____	\$
02	Yr. 2	QuickBase Software Subscription or approved equal to include support. RCP_____	\$
03	Yr. 3	QuickBase Software Subscription or approved equal to include support. RCP_____	\$
04	Yr. 4	QuickBase Software Subscription or approved equal to include support. RCP_____	\$
05	Yr. 5	QuickBase Software Subscription or approved equal to include support. RCP_____	\$
<b>GRAND TOTAL</b>			\$

**OPTIONS: (WILL NOT BE USED TO CALCULATE AWARD)**

06	1 ea.	Cost for additional applications per each	\$
07	1 ea.	Training costs per hour	\$
08	1 ea.	Cost for additional users per each	\$