

 HORRY GEORGETOWN TECHNICAL COLLEGE	Amendment One	
	Solicitation Number:	IFB0205-25
	Date Issued:	March 11, 2025, 2025
	Procurement Officer:	Dianna Cecala
	Phone:	843-349-5207
	E-Mail Address:	Dianna.cecala@hgtc.edu

DESCRIPTION: Carpet Removal and Replacement Services

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

SUBMIT OFFER BY (Opening Date/Time): **March 18, 2025 @ 4:00 P.M.** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: . (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 IN A SEALED ENVELOPED MARKED WITH SOLICITATION NAME AND NUMBER TO THE ADDRESS ABOVE. No e-mails or faxes will be accepted.

CONFERENCE TYPE: Site Visit - Mandatory DATE & TIME:	LOCATION: N/A Conway Campus, Bldg. 100, Room 122
As appropriate, see "Conferences – Pre-Bid/Proposal" & "Site Visit" provisions	

AWARD & AMENDMENTS	Award will be posted on March 20, 2025 . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: https://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 thirty (30) calendar days after the Opening Date.

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.)
<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)	

PAGETWO

(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/> <hr/>
	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)
<input type="checkbox"/> Payment Address same as Home Office Address	<input type="checkbox"/> Order Address same as Home Office Address
<input type="checkbox"/> Payment Address same as Notice Address (check only one)	<input type="checkbox"/> 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 (%)
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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. **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)).
<input type="checkbox"/> In-State Office Address same as Home Office Address
<input type="checkbox"/> 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 (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]

VENDOR QUESTIONS and Answers:

Q. Should the wastage of carpet tiles be included in our unit price or not.

A. All costs associated with performing this work need to be included in the overall price.

Q. What are the hours and days of the week that we can work?

A. Monday – Friday: 7:00 – 10:00 and Saturday – Sunday 10:00 – 10:00. If working after normal business hours, it will need to be pre-scheduled and approved by Maintenance Manager and Public Safety.

Q. Can you clarify what type of adhesive to use?

A. We expect the contractor to provide the best adhesive as recommended by the manufacturer and the conditions of the environment.

Q. What Material will the Cove Base be? The specifications on page 14 state vinyl.

A. Rubber is the preferred material to be used for cove base.

Q. Do you want the Cove base priced via linear feet?

A. Yes

Q. What expectation is there for the Contractor to move furniture?

A. Contractor will move chairs, tables, and desks. HGTC will move the computer and IT equipment.

Q. Do you want us to base on bid on actual room dimensions or the estimates on the page 27 of the Bidding Schedule?

A. We would like all contractors to base their price on the estimates on page 27. After award, the selected vendor will have the opportunity to take measurements of all locations for a final price that will be agreed upon by HGTC and the Contractor.

NOTE: HGTC has a budget limit for this project which is \$350,000. If project goes over budget, the College reserves the right to cut back on some of the areas for new flooring.

All other aspects of this solicitation remain unchanged.

Dianna Cecala, Procurement Manager

March 11, 2025

