

 HORRY GEORGETOWN TECHNICAL COLLEGE	REQUEST FOR QUOTE AMENDMENT 1	Solicitation Number:	RFQ0054-26
		Date Issued:	May 8, 2026
		Procurement Officer:	Toni Richardson
		Phone:	843-349-3680
		E-Mail Address:	toni.richardson@hgtc.edu

DESCRIPTION: Meltwater Services Media Relations Platform Software or Approved Equal

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

SUBMIT OFFER BY (Opening Date/Time): May 20, 2026 at 3:00 P.M. (See "Deadline For Submission Of Offer" provision)

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.		
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)		
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	STATE OF INCORPORATION (If you are a corporation, identify the state of incorporation.)

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

NOTICE: This solicitation is being conducted under the small purchase procedures for “commercially available off-the-shelf products” (COTS) within the authority of Section 11-35-1550 of the South Carolina Code of Laws.

The solicitation noted above is amended as provided herein. The purpose of this amendment is to: (1) provide responses to questions.

The following clause from the solicitation is being included for reference purposes:

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 above (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 received from the prospective vendor community and the College's responses to those questions are provided below:

1) QUESTION: Scope of Work, Media Monitoring Capabilities: Does HGTC require access to traditional print newspaper content, including non-digitized or rural publications, or is online-only coverage acceptable?

COLLEGE RESPONSE: Traditional print newspaper content is not required. However, HGTC would appreciate information regarding any additional costs associated with including those services. Currently, print publication coverage is manually monitored through online and print subscriptions.

2)QUESTION: Scope of Work, Reporting, Deliverables: Are there specific requirements for automated reporting (ie, daily briefings, custom newsletters, or branded reports)?

COLLEGE RESPONSE: There are no specific requirements for automated reporting at this time. HGTC's current platform includes these capabilities; however, they have not been utilized extensively.

3)QUESTION: General Requirements, Vendor Responsibilities: What level of customer support is expected (ie, dedicated account manager, custom report creation, etc)?

COLLEGE RESPONSE: HGTC requires only basic customer support services.

4)QUESTION: Scope of Work, Implementation Requirements: If transitioning from an existing platform, are there requirements for migrating saved searches, reports, or historical data?

COLLEGE RESPONSE: Yes. HGTC would require assistance transferring saved searches, reports, and historical data associated with the institution's Meltwater subscription, which began in 2019.

5)QUESTION: Information Security, Location of Data, Clause [07-7B106-1]: The RFQ requires that all government information be processed, stored, transmitted, and accessed exclusively within the continental United States. However, media monitoring services are limited to the collection and analysis of publicly available information (i.e., news content, social media, and other publicly distributed media) and do not involve handling sensitive, confidential, or regulated government data. Given this distinction, clarification is requested on whether this requirement may be modified or waived for media monitoring services, as the restriction may unnecessarily limit otherwise qualified vendors whose platforms leverage secure, globally distributed infrastructure without introducing risk to government information.

COLLEGE RESPONSE: HGTC agrees that the information for the media monitoring services is limited to the collection and analysis of publicly shared information and will waive the above requirement for this solicitation.

*****To submit a quote on a software platform other than Meltwater that meets all of the salient characteristics specified above you must submit a request for approval justifying stated characteristics via email to the Procurement Officer on or before May 14, 2026 at 4:00 P.M.*****