

	<h2>State of South Carolina</h2>	Solicitation: 5400012112 Date Issued: 10/14/2016 Procurement Officer: Kristen Hutto Phone: (803) 737-7685 E-Mail Address: <a href="mailto:khutto@mso.sc.gov">khutto@mso.sc.gov</a> Mailing Address: SFAA, Div. of Procurement Services, ITMO 1201 Main Street, Suite 600 Columbia SC 29201
	Invitation for Bid  Amendment 1	

DESCRIPTION: **Form 1601 Printing & Warehouse Services**

USING GOVERNMENTAL UNIT: **Department of Social Services**

*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 Paper Offer or Modification" provision.*

SUBMIT YOUR OFFER ON-LINE AT THE FOLLOWING URL: <http://www.procurement.sc.gov>  
 SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

<b>MAILING ADDRESS:</b> SFAA, Div. of Procurement Services, ITMO 1201 Main Street, Suite 600 Columbia SC 29201	<b>PHYSICAL ADDRESS:</b> SFAA, Div. of Procurement Services, ITMO 1201 Main Street, Suite 600 Columbia SC 29201
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SUBMIT OFFER BY (Opening Date/Time): **11/01/2016 by 11:00:00** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: See "Questions From Offerors" provision of original solicitation

NUMBER OF COPIES TO BE SUBMITTED: **1**

<b>CONFERENCE TYPE: Not Applicable</b> <b>DATE &amp; TIME:</b> (As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)	<b>LOCATION: Not Applicable</b>
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<b>AWARD &amp; AMENDMENTS</b>	Award will be posted on <b>11/17/2016</b> . The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <a href="http://www.procurement.sc.gov">http://www.procurement.sc.gov</a>
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You must submit a signed copy of this form with Your Offer. By signing, 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.  
 (See "Signing Your Offer" provision.)

<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>DATE SIGNED</b>
<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>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"/> Corporate entity (not tax-exempt)	<input type="checkbox"/> Corporation (tax-exempt)
<input type="checkbox"/> Other _____	<input type="checkbox"/> Government entity (federal, state, or local)

COVER PAGE - PAPER ONLY (MAR. 2015)

**AMENDMENTS TO SOLICITATION (JANUARY 2006):** (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](http://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.

**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 PROVISION. ~~STRICKEN~~ TEXT IS DELETED.**

**CHANGES TO THE SOLICITATION AS FOLLOWS:**

1. Amend page 16 – Section III: Scope of Work/Specifications

**Change from:**

The Contractor shall perform the general printing and warehousing services of SCDSS Form 1601 for a quantity of up to ~~2,250,000~~ (two-up) (i.e. ~~4,500,000~~ individual SCDSS Form 1601s) per one (1) year term according to the below specifications on an ongoing and as needed basis.

**Change to:**

The Contractor shall perform the general printing and warehousing services of SCDSS Form 1601 for a quantity of up to 2,400,000 (two-up) (i.e. 4,800,000 individual SCDSS Form 1601s) per one (1) year term according to the below specifications on an ongoing and as needed basis.

2. Amend page 16 – Section III: Scope of Work/Specifications, Subparagraph E: Acceptance & Payment, (3)

**Change from:**

3. Contractor shall bill SCDSS for the ~~total amount of forms manufactured, not just the amount shipped.~~

**Change to:**

3. Contractor shall bill SCDSS for the forms as delivered.

3. Amend page 32 – Section VIII

**Change from:**

**BIDDING SCHEDULE (NOV 2007)**

Line Number	Quantity	Unit of Measure	Unit Price	Extended Price
0001	±	Year		
<b>Product Catg.:</b> 61582 - Stock Forms & Labels: Copy Sets Receiving Forms et				
<b>Item Description:</b> Form 1601 - Printing & Warehouse Service				
<b>Tendering Text:</b> <del>One Year</del> Quantity Not to Exceed <del>2,250,000</del> (2 up) i.e. <del>4,500,000</del> Individual Forms				
<b>Internal Item Number:</b> 1				

**Change to:**

**BIDDING SCHEDULE (NOV 2007)**

Line Number	Quantity	Unit of Measure	Unit Price	Extended Price
0001	<u>1</u>	<u>Increment</u>		
<b>Product Catg.:</b> 61582 - Stock Forms & Labels: Copy Sets Receiving Forms et				
<b>Item Description:</b> Form 1601 - Printing & Warehouse Service				
<b>Tendering Text:</b> <u>An increment is equivalent to a single delivery of 240,000 (2-up) i.e. 480,000 individual forms. Total quantity not to exceed ten (10) increments (2,400,000 (2-up) i.e. 4,800,000 individual forms) per one (1) year term. The unit price entered shall be the total price for an increment; all pre-production, production, warehousing, and delivery fees included.</u>				
<b>Internal Item Number:</b> 1				

The following questions were received pursuant to the original date and time specified on the front of the solicitation:

1. Question: Since we have previously gone through the certification process on the OCE printers, and are authorized to run our forms on the equipment, will we be required to send samples again?

**State's Response:** Samples will be required.

2. Question: Will the selected vendor invoice the entire order upon completion of manufacturing or invoice the order on a "bill as shipped" basis?

**State's Response:** Contractor shall bill as shipped.