



Date of Issuance: 09/01/2022

Solicitation No. 0900000552

Requisition No. N/A

Amendment No. 1

Hour and date specified for receipt of offers is changed: ☐ No ☐ Yes, to: _____ CST

Pursuant to OAC 260:115-7-30(d), this document shall serve as official notice of amendment to the solicitation identified above. Such notice is being provided to all suppliers to which the original solicitation was sent.

Suppliers submitting bids or quotations shall acknowledge receipt of this solicitation amendment prior to the hour and date specified in the solicitation as follows:

Sign and return a copy of this amendment with the solicitation response being submitted; or,

If the supplier has already submitted a response, this acknowledgement must be signed and returned prior to the solicitation deadline. All amendment acknowledgements submitted separately shall have the solicitation number and bid opening date in the subject line of the email.

ISSUED FROM:

Cini Zacharia
Contracting Officer

405-522-9078
Phone Number

Cini.zacharia@omes.ok.gov
E-Mail Address

RETURN TO: OMESCPeBID@omes.ok.gov

Description of Amendment:

a. This is to incorporate the following:

Question 1

When we email our bid, do I need to email the entire packet with all the instructions or just the information we are submitting?

Answer:

Please refer to the Bidder Instructions Section 8.2 for the required Bid Packet format. Please refer to the Bidder Instructions Section 8.2.B. for Required Forms, Certifications and Disclosures.

Question 2

Also, is requesting an administrative review, having you look at our bid to make sure we are submitting it correctly?

Answer:

Any bids submit must remain sealed until the solicitation closes. In the Bidder Instructions, Sec. 8 Required Bid Structure & Sec. 9 Submission of Bid detail how to submit a bid response. All required forms should be sent as part of your bid submission to the email OMESCPeBID@omes.ok.gov

Bid responses must be submitted via email to OMESCPeBID@omes.ok.gov

no later than September 15, 2022, at 3:00PM Central Time. I get all these bid responses to my email only after this RFO close that is the way it got set upped.

Question 3

On the RFQ for SW0196 I am the manufacture and selling directly to the state agencies. Am I still required to list all my OK dealers? They are not involved with the sale other than delivery of the unit. With Hustler Turf holding the contract any PO written to a dealer would not be recognized as a contract sale.

Answer:

yes! We want to get as many as information we can to help agencies. Please try to provide as much as you can. That way agencies will get more idea about dealers. PO is created from the People soft contract whom we have with them. For example, if we have a contract with Hustler Turf, then PO making from that contract and the usage report info and invoice all goes to that supplier Hustler.

Question 4

Question in regard to bidder instructions section 8.1.A "Any section of the bid packet that is not applicable to the bid shall have page inserted to denote the section is not applicable." Does this include adding notation inside the section example section 2 has multiple sub sections or is the not applicable notation just needed for the individual sections. Please advise.

Answer:

This means on your bid response you have to note like separate, labelled and easily identifiable sections.

We need more clarity on the sections or items you are providing it will avoid confusion.

1. Form 076 (name or label like this and attach it) see page #2 (where you can see this, which page #?)
2. Form 004
3. Vendor payee form
4. Insurance info
5. Response to section C – Exhibit 1 Specifications (section 8.1.B.i)
6. Cost- Exhibit 3 & Exhibit 4(section 8.1.B.ii)
7. All the amendments signed (we will post all these amendments to web site only after the vendor Q&A close)

Any section of the bid packet that is not applicable to the bid shall have page inserted to denote the section is not applicable

Example Section 8.2. I: Section Nine: Pricing – attached

Section 8.2. K: Section Eleven: Financial Information: Not applicable.

Question 5

I have another clarification need please. In reference to 8.1.c "As referenced in subsection 8.h.i, Exhibit #1 specifications"

Section 8.h.i "This portion of the bid to be inserted in this section shows the ability of the Bidder to meet or exceed any Acquisition specifications and requirements" Please clarify as to what this section is asking for. What specifications or requirements is this section referencing?

Answer

You need to respond to Exhibit 1 and any value-added items (if you have any) can be add here. Also, in each section if one of them not applicable to you, then you can add that info like N/A, or if it meet, you can mention that, or anything you have which exceeds than what we ask for you can add that . Basically, respond to each section you can meet this or not.

Question 6

Are bidders other than manufactures required to get manufactures approval to bid. In another state, I had a dual line dealer out bid me (manufacture) and captured the state. They were not required to have manufactures approval to bid. Sadly, the winning bid could not service the whole state.

The states that we do hold the contract for allows us to assign the sale to the closest servicing dealer. The helps greatly with after the sale support.

Answer:

No, you don't need manufactures approval to bid. You can bid.

Question 7

I have a question about Exhibit 2 on SW0196. I am unclear on what information needs to be provided for question #14. Or 14. Can you please provide everything you offer for these types of equipment instead of only a certain? Brand?

Answer:

Means what your company can provide for this bid? Let me give you an Example: if your company can provide Lawn mower for this bid

Lawn mower then what kind of Lawn mower? Brand? Model? And also, instead of a certain brand do you provide anything else or any other kind or brand? Anything you can offer for this type of Lawn Mower.

Please answer clearly what you can provide with more detailed description of it.

Question 8

Thank you for your response and clarification! I'm still not following what should be listed as the 'services' and 'rate of services. Would it be golf cars/utility vehicles for the services?

Answer:

Exhibit #3 price sheet for Golf carts ATV, UTV & services, Ground irrigation Equipment & services, Mowers- Handheld Ground Equipment & services, Beverage carts & services, and authorized dealer list

On this price sheet- bottom we have tab for each one.

Question 9

On the RFQ for grounds it asks for agency number. Is that our soft vender #?

Answer

You do not need to fill out the agency number. Because this for SW0196.

Please read bidder instructions and it clearly says what are the doc need to submit with your bid response.

We only accept email bid responses to OMESCPeBID@OMES.ok.gov

Please send all your responses to this email.

Question 10

I also have a few questions on the contract itself. Were multiple suppliers awarded per brand?

Answer:

YES

Question 11

Does the contract holder have to be the entity to invoice the buying agency?

Answer:

Yes. The contract holder needs to send the invoice to the buying agency

Question 12

Can one of our dealers invoice directly and we only report it on our contract as the manufacturer?

Answer:

The invoice and the usage report need to come from the awarded vendor. Dealers or manufactures cannot invoice directly. Everything needs to go through the awarded vendor. Because we make contract directly through the main vendor.

If you use any dealers or manufactures that need to mention on the reporting doc on all your transaction with us example like invoice, and usage report etc.

We like to have clear communication to avoid further confusion in the future.

Question 13:

My legal department would like to know if the Statewide Contracts department is funded by a Federal Grant. Can you answer that for me?

Answer:

No! SW contracts department is not funded by a federal Grant.

Question 14

Does this contract require past performance verification? Do we need to supply References? How many if so?

Answer

8.1.B. The Bid will be evaluated using a best value criteria, based on the following:

- i Response to section C – Exhibit 1 Specifications
- ii Cost- Exhibit 3 & Exhibit 4

But, you can provide references and as much as you want. (We won't evaluate this).

We are only evaluating the 8.1.B

8.2. L Section Twelve: Business References

Any required business references and associated information shall be inserted in this section.

Question 15

Delivery Timeframe – Move from 120 days to 365 days (I'd assume we submit this as exception).

Answer:

if you submit an exception for this then OMES legal need to review that request.

Question 16

Can factory freight be included in OK State Pricing? I'm see conflicting information.

Answer:

Please see Attachment B: section 5.3 for pricing. When you submit pricing, you can clearly mention each price separately for more clarity.

Question 17

EZGO/TSV cannot be line-item invoices to show % off list price and trade in value. We can show itemization for freight and set up/delivery fees on system generated invoice. Is ensuring the quote has this information sufficient? (I'd assume we submit this as exception).

Answer:

You can itemize each fee, if you want to show more clarity for discount % but it need to be very clear for the evaluators and the agency. If there are any changes you are requesting form the price sheet we put it out then it need legal review.

Question 18

Assume this is a ceiling-based price contract and we can consider competitive landscape/volume in offering additional discount under state contract?

Answer:

you can submit your price sheet if you have any discount for volume. But clearly mention that on your price sheet for evaluators review.

Question 19

While it appears dealers can be listed, can we allow our dealer/distributor partners to utilize state contract pricing and sell to state agency directly?

Answer:

Please see Attachment B: Section 13. This is a statewide contract, so any state agencies have the freedom to use this contract. Agencies can only make Purchase order from this contract. This is a mandatory contract for all the agencies to use.

Question 20

We understand as state contract holder we will have the responsibility for reporting purposes. If yes, should be submit as exception?

Answer:

Yes! you have the responsibility to report the usage report. Please see Attachment C section 6

Question 21

Exhibit 3 – Can you provide additional insight on services and rate of service?

Answer:

Please see Attachment B Section 6.

Question 22

How to submit bid response? How do we have to submit question about this RFP?

Answer:

Bid responses shall be submitted via email solely to OMESCPeBID@omes.ok.gov

Please note that it is possible a Bidder's email system may have limitations on the size of outgoing email attachments and plan accordingly for the entire Bid to be received by the Bid Response Due Date and Time. A Bid emailed directly to or cc'd to the Contracting Officer will not be reviewed by the Contracting Officer. In person, commercial carrier or facsimile submittals shall not be accepted.

Please direct all questions in writing to the Contracting Officer. Questions received via any other means will not be addressed.

b. All other terms and conditions remain unchanged.

Supplier Company Name (**PRINT**)

Date

Authorized Representative Name (**PRINT**) Title

Authorized Representative Signature