

Solicitation Addendum

Issuing Agency:	Division of Purchase & Contract
Solicitation Number:	DPC-926634448-BAJ
Solicitation Description:	Furniture
Solicitation Opening Date and Time:	June 20, 2024 @2:00 PM ET
Addendum Number:	8
Addendum Date:	June 3, 2024
Purchasing Agent:	Bahaa Jizi

FAILURE TO RETURN THIS ADDENDUM MAY SUBJECT YOUR RESPONSE TO REJECTION.

INFORMATION

1. Ariba Sourcing Event Section Uploads
 Section 6.1 – Vendors should upload their Bid. This should contain one PDF document, to include IFB Section 2.8 components a) – d)
 Section 6.8 –
 Section 6.10 –
 Section 6.14 –
2. Due to the number of prior Addenda, please see list of appropriate actions for Addenda 1 - 7 Below.

<u>Addenda #</u>	<u>Purpose</u>	<u>Requirement Indicator</u>
<u>1</u>	<u>Bid Due Date Change</u>	<u>Not required to be returned.</u>
<u>2</u>	<u>Modification Sections 2.8 and 3.4.2</u>	REQUIRED to be returned with printed name, position, date, and signature.
<u>3</u>	<u>Bid Due Date Change</u>	<u>Not required to be returned.</u>
<u>4</u>	<u>Bid Due Date Change</u>	<u>Not required to be returned.</u>
<u>5</u>	<u>Bid Opening Meeting Link Update</u>	<u>Not required to be returned</u>
<u>6</u>	<u>Pre-Bid Presentation Link provided.</u>	<u>Not required to be returned.</u>
<u>7</u>	<u>Revised Attachment A – Product Series</u>	<u>Not required to be returned. New revised Attachment A provided with Addendum 8.</u>

1. The Solicitation is hereby modified as follows: (starts on next page)

Modification #	Solicitation Section	Current Solicitation Language	Updated Solicitation Language
1	Attachment A: Pricing Submittal Workbook		Added: Instruction #7 Inserted Row: "Product Series Names" on each Category Tab. See updated/replaced Attachment A.
2	Section 4.6 Installation and Set-Up	...the amount of the installation charge is identified in Vendor's catalog in conjunction with the relevant item, the Buying Entity is provided an option to affirmatively accept or decline installation services at the time of ordering, and any approved charge is listed as a separate line item on the purchase order and invoice	the amount of the installation charge is identified as a separate line item on the quote, by the authorized dealer , in conjunction with the relevant item, the Buying Entity is provided an option to affirmatively accept or decline installation services at the time of ordering, and any approved charge is listed as a separate line item on the purchase order and invoice.
3	Section 4.5 Standard Delivery	Vendor shall provide the Buying Entity with anticipated shipping date of furniture upon receipt of Purchase Order. If the anticipated shipping date cannot be provided by the Vendor at the time of the acknowledgement of order, then the Vendor shall provide the Buying Entity with a reasonable explanation for not providing a date and shall provide the anticipated delivery date at the time it becomes known to the Vendor.	Vendor shall provide the Buying Entity with an acknowledgement of the order, to include the anticipated shipping and delivery date of furniture upon receipt of Purchase Order. If the anticipated shipping and delivery date cannot be provided by the Vendor at the time of the acknowledgement of order, then the Vendor shall provide the Buying Entity with a reasonable explanation for not providing a date and shall provide the anticipated shipping and delivery date at the time it becomes known to the Vendor.
4	Section 4.26	Prior to the issuance of any award, the awarded vendor(s) must complete registration with the NC Secretary of State. Upon notification of award, the selected vendor(s) must furnish evidence of filing within 10 business days. Failure to provide this documentation will result in the disqualification of the vendor(s) bid from further consideration for the award.	Prior to the issuance of any award, the awarded vendor(s) must complete registration with the NC Secretary of State. Upon notification of award, the selected vendor(s) must furnish evidence of filing, for all vendors, to include any Authorized Dealers, providing goods/services under the contract , within 10 business days. Failure to provide this documentation will result in the disqualification of the vendor(s) bid from further consideration for the award.
5	Section 6.4	The Vendor shall be required to provide Sales Management Reports to the above designated Contract Manager on a Semi-Annually basis. This report shall include, at a minimum, information concerning	The Vendor shall be required to provide Sales Management Reports to the above designated Contract Manager on a Quarterly basis. This report shall include, at a minimum, information concerning

6	Section 2.4 IFB Schedule	Submit Bids June 12, 2024	<p>Bid Opening June 20, 2024 @ 2:00 PM</p> <p>Microsoft Teams</p> <p>Join the meeting now</p> <p>Meeting ID: 267 915 304 045</p> <p>Passcode: UXXNKK</p> <p>Dial-in by phone</p> <p>+1 984-204-1487,,134154195# United States, Raleigh</p> <p>Find a local number</p> <p>Phone conference ID: 134 154 195#</p>
7	Section 5.5.28 Category XII: Office Systems, Open Plan	<p>In addition to compliance with this specification, any system approved for Open Plan Office Systems shall offer a range of panel and work surface sizes and accessories consistent with general industry standards. Offerings shall include, but are not limited to: Transaction work surfaces, keyboard surfaces, various configurations of tables, flipper door cabinets, shelves w/dividers, suspended drawer storage, stand alone drawer storage, mobile drawer storage, lateral files, task lighting, marker boards, tackboards, coat hooks, wire management, drawer accessories, paper management, electronic support accessories, and a minimum of four (4) categories of fabric.</p>	<p>In addition to compliance with this specification, any system approved for Open Plan Office Systems shall offer a range of panel and work surface sizes and accessories consistent with general industry standards. Offerings shall include, but are not limited to: Transaction work surfaces, keyboard surfaces, various configurations of tables, flipper door cabinets, shelves w/dividers, suspended drawer storage, stand-alone drawer storage, mobile drawer storage, lateral files, task lighting, marker boards, tackboards, coat hooks, wire management, drawer accessories, paper management, electronic support accessories, and a minimum of four (4) categories of fabric.</p> <p>Note – This category shall not include products for building modifications or IT connectivity.</p>

2. The following are questions received about the Solicitation and the State’s response:

Question #	Document Section	Vendor Question	State’s Response
1	Attachment A: Pricing	<p>On the pricing submittal worksheets Attachment A, we respectfully request an additional cell/row/section be added to each category worksheet to permit vendors to include Product Series names. We provide discounts by product line, so one catalog might have different discounts. Category I has a cell for Model Numbers and that is not included on the other Category pages. There could be thousands of model numbers for a single product line, so if we could include the Product Series Names only that is optimal.</p>	See Section 1, Modification #1.
2	Page 2	Is the Vendor eVP# the same as Customer # on the eVP site?	Yes.

Question #	Document Section	Vendor Question	State's Response
3	Page 18, Section 4.15 DESCRIPTIVE LITERATURE	The pricing submittal worksheets does not have an entry cell for 'Descriptive Literature'. Should vendors assume the 'Website' cell should be used for a link to the product description information?	Yes.
4	Page 7, Section 2.4 IFB SCHEDULE	Are vendors required to join the referenced Teams call when submitting their bid?	No, this is optional for vendors to attend the public bid opening. The State will conduct a virtual bid opening and announce only the names of the vendors who submitted a response to the bid solicitation.
5	Section 4.26 SECRETARY OF STATE REGISTRATION	<p>CERTIFICATE TO TRANSACT BUSINESS IN NORTH CAROLINA: As a condition of Contract award, each out-of-State Vendor that is a corporation, limited-liability company, or limited-liability partnership shall have received, and shall maintain throughout the term of The Contract, a Certificate of Authority to Transact Business in North Carolina from the North Carolina Secretary of State, as required by North Carolina law. A State contract requiring only an isolated transaction completed within a period of six months, and not in the course of a number of repeated transactions of like nature, shall not be considered transacting business in North Carolina and shall not require a Certificate of Authority to Transact Business</p> <p>Reading thru the exceptions, soliciting via agents would be an exception. We sell via a dealer network, do we need to register and apply for this certificate?</p>	Please refer to Page 18, Section 4.13 AUTHORIZED DEALERS. Whomever the PO is generated to will be who is required to register for eVP and Secretary of State.
6		The Ariba Sourcing portal states the bid deadline is 6/6/2024. However, the bid paperwork and Amendment 4 states the bid deadline is 6/12/2024. Which is the true bid deadline?	See Section 1, Modification #6.

Question #	Document Section	Vendor Question	State's Response
7	Section 5.5.11 APPLICABLE SPECIFICATIONS AND STANDARDS.	<p>Item #2 states: Referenced specifications and standards shall be the latest issue in effect of the date of the Invitation for Bids. Copies of referenced materials may be obtained from the issuing organizations at the addresses shown. The documents below form a part of this specification. All chairs shall comply with all applicable provisions of each such document, including but not limited to particular provisions therein which may be called out elsewhere in this specification.</p> <p>How does the state define Compliance? Our furniture product meets the Ansi/BIFMA standards per category, but BIFMA reissued standards in 2022 that states that all documentation must be recertified in an ISO 17025 accredited lab.</p> <p>Will the current certification that we meet the standards suffice for this bid?</p>	<p>Section 2 states, "Referenced specifications and standards shall be the latest issue in effect of the date of the Invitation for Bids.</p> <p>If the current certification meets the standards at the time of this IFB, yes.</p>
8	Section 5.5.21 Chairs- #4- Materials.	<p>The materials used in the construction of the chairs shall conform to the requirements stated herein. The steel used in the fabrication of the legs, seat frame and back frame shall be, commercial quality, cold rolled steel as defined in the applicable section of the Sheet Steel Manual.</p> <p>Is stainless steel allowed for metal chairs rather than paint/chrome finishes over cold rolled steel?</p>	Yes. The vendor shall indicate in the bid which material type is being offered.
9	General	The link within this email (Ariba) does not indicate what specifically changed. Please provide information regarding what specifically changed.	Please see Information Section.
10	General	<p>Is the State of North Carolina looking for a Delivered & Installed Discount?</p> <p>In other words, basic installation and inside delivery included at no additional costs to the End User?</p>	<p>See Section 4.1 PRICING, with indication that Bid price shall include all applicable charges for delivery fully assembled and ready for use.</p> <p>For Installation, please refer to Section 4.6 INSTALLATION AND SET-UP and Section 1, Modification #2, for indication of appropriate installation fees process.</p> <p>See Section 1, Modification #2.</p>
11	Attachment D: HUB Supplemental Vendor Information	Part 2: Do we only include Tier 2 Supplier Info for any HUB business or for North Carolina-Based HUB businesses?	No. Include all Tier 2 Supplier Info and indicate any NC based HUB businesses in the marked column.

Question #	Document Section	Vendor Question	State's Response
12	General	Is the State of North Carolina requiring responding manufacturers to provide GSA Match Discounting?	See Section 4.1 Pricing, last paragraph.
13	General	Our GSA Discount does not include Inside Delivery and Installation. These services can be charged as additional fees under our GSA Contract.	Please refer to Question 10 above.
14	For Method 2: ANSI/BIFMA	Do we need to include every ANSI/BIFMA Document for each product we plan to sell to the State in our response? We have over 150 product series lines. Can we provide a statement saying all our products are certified with ANSI/BIFMA?	Yes, this will suffice. However, should additional information be requested by the State, the vendor shall provide a URL Link for all the product series certified by ANSI/BIFMA.
15	General	For the customer reference attachment can you please let me know how to fill in the start date/end date line? You said you would confirm, but for now that I should enter in the explanation that the customer does not have a contract with us as the Manufacturer.	If you held or currently hold contract with a buying entity, provide the contract's start and end date. If you do not directly hold a contract with the buying entity provide and explanation is section provided in Attachment E.
16	Execution Page	On page 1 of the contract where it asks for the "Vendor's Authorized Signature" - do we print out just that sheet, sign and submit it back to you?	The vendor must execute this page. See Section 2.8 Bid Contents for required information, to be considered "Responsive".
17	General	Do we resend the entire bid back to you with the information complete or just the pages that need to be filled out? And does the Vendor need to be at the top of every page?	Yes. See Section 2.8 Bid Contents. Yes, Vendor name must be included at the top of each page.
18	Section 3.4 Bid Qualifications	Method #1 states that in order to meet this qualification, you must be on a current GSA Schedule 71 contract AND a North Carolina resident. During the pre-bid conference call it was mentioned Method #1 required GSA only (which is also how the options are given in the pricing worksheets... GSA or ANSI/BIFMA). Can you clarify if NC residence IS indeed required for Option #1 in addition to GSA? We are a manufacturer based in WA who is on GSA.	Yes, a vendor must be a North Carolina resident, as specified in Section 3.4, Method #1. Please also refer to Attachment H - North Carolina General Statutes 143-57.1. -
19	General Pricing	Since GSA discounts are based on dock delivery, can NC consider changing the discounts to dock delivery versus inside delivery?	No.

Question #	Document Section	Vendor Question	State's Response
20	General	Installation and Design services will need to be negotiated between the authorized dealer and the Buying Entity. Manufacturers will receive purchase orders for product only. Installation and Design will be outside of the contract and not reported by the manufacturer. Please advise if this is acceptable.	Installation and design service pricing will be provided by the contracted vendor. Charges for installation or design of such items shall be included on the quote, to include pricing on installation or design as a separate line item and selected at the sole discretion of the Buying Entity.
21	2.8 Bid Contents (K)	What is to be completed on Attachment H? Do we just sign it and attach it somehow in the Airba System?	Attachment H does not need to be completed; it is provided for informational purposes only regarding North Carolina General Statutes 143-57.1 - Furniture requirements contracts and will remain as a contract reference as a requirement for the term of the contract
22	2.8 Bid Contents (L)	What is to be completed on Attachment I? Do we just sign it and attach it somehow in the Airba System?	Attachment J does not need to be completed; it is provided for purpose of providing specifications.
23	2.8 Bid Contents (L)	For attachment I, it mentions the following: Users may request upholstery and foam tested to all applicable requirements of the State of California Technical Bulletin 133. However, California no longer follows these requirements. They follow CAL117 requirements only. Can you confirm if the CAL133 requirement will be deleted?	Delete CAL133 requirement and refer to 2018 North Carolina Prevention Code Section 805.1.1.1 Ignition by Cigarettes Newly introduced upholstered furniture shall be shown to resist ignition by cigarettes as determined by tests conducted in accordance with one of the following: <ul style="list-style-type: none"> • Mocked-up composites of the upholstered furniture shall have a char length not exceeding 1.5 inches (38 mm) when tested in accordance with NFPA 261. • The components of the upholstered furniture shall meet the requirements for Class I when tested in accordance with NFPA 260.
24	2.8 Bid Contents (M)	For attachment J, Dealers information, I don't see an area to attach the file. Will that be fixed, or do we not need to include the information at this time of bidding?	In Attachment K: Dealer Information, Vendors shall complete Columns A through J for a list of the authorized dealers who will perform the delivery and services under the contract. Attach the file under Section 6.14 0- ADDITIONAL DOCUMENTATION.
25	Certification for Contracts, Grants, Loans, and Cooperative Agreements and OMB Standard Form LLL	For the Certification for Contracts, Grants, Loans and Cooperative Agreements, we don't have any Disclosure of Lobbying activities to report. Do we just leave the area blank or write "N/A" somewhere on the form?	Write N/A on the form.

Question #	Document Section	Vendor Question	State's Response
26	Section 6.1 Electronic Catalog	For section 6.1.1, Line-item catalog- What does a populated template look like, or do you supply one for us to fill out?	Catalog template will be provided to awarded vendors.
27	Attachment I- Specifications	For the Ergonomic Seating section, it mentions for ANSI-BIFMA we follow "ANSI/BIFMA X5.1 - 2011 Office Chairs". However, 5.5 section, page 131 (6), says to follow "ANSI/BIFMA X5.1 - 2017 Office Chairs". Can you confirm which one we should follow and show proof for.	Please follow "ANSI/BIFMA X5.1 - 2017 Office Chairs".
28	General	The IFB has several areas to fill out as well as putting our Vendor name at the top. I am not sure where to attach the document once completed. In the Airba system, would it be 6.1, Return Solicitation Document area? This area mentions downloading the document in 3.1, however 3.1 talks about Method of Awards, and I don't see anything to download.	Please attach response in the respective Ariba Sourcing Event Section. All corresponding attachments should be attached in indicated Sections. See Information Page 1.
29	2.8 Bid contents (A)-	In Airba, what section do you upload the Cover Letter?	Please see Question #28
30	2.8 Bid contents (B)	In Airba, what section to you upload the Title page?	Please see Question #28
31	2.8 Bid contents (C)	In Airba, what section do you upload the Execution Pages with the IFB?	Please see Question #28
32	2.8 Bid contents (D)	For the addendum items that have been issued, there is not an area to sign. Do you want them signed and returned anyways with the Bid? If so, in Airba, what section do you want them uploaded?	Sign the addendum if signature is required at the bottom of the addendum. Please see Question #28
33	2.8 Bid Contents (K) Attachment H	It mentions having a completed version of the attachment, but I am not sure what needs to be completed. Can you explain further what you are looking for?	Please see Question #21 above.
34	General	Are the Quarters by the following year, i.e. Q1 July-Sept-is that for YE 2025?	See Section 6.4. Q1 starting July 2024.
35	Section 6 Contract Manager	I will need the email address for Ian Fox-Castro as it is not listed on page 136.	Contract Manager's e-mail is hyperlinked within solicitation.
36	General	Will the Mandatory Agencies list change for reporting (deletions or additions)?	If the State deletes or adds a mandatory agency, the list will change. This is a rare instance.
37	General	For reporting, is the shipping address always the agency end user location? (Would we ever use the dealer's address if they are delivering and is where the purchase order directs us to send?)	Yes, shipping address should always be the Buying Entity location.
38	Section 6.4 Periodic Quarterly Sales Reports	How specific does the ship to location information need to be? Do I put street and city in for the location, or does it need to be the full agency name, dept., attn too, street, city and zip?	Yes, Complete address and contact name.

Question #	Document Section	Vendor Question	State's Response
39	Section 6.4 Periodic Quarterly Sales Reports	The Item # column drop down shows 3578 and 3582. What are those numbers representing? Will I be adding in our item #'s?	Disregard those numbers. This will be updated in the linked template to eliminate.
40	Section 6.4 Periodic Quarterly Sales Reports	The Core Item column has the option of Core or Non-Core, what do they mean? Which one would we select?	Core Item – Included on contract as a contract item. Non-Core Item – Available on contract, but not a contracted item. For all intents and purposes of this contract, coverage of MSRP full catalog will be a Core Item.
41	Section 3.4 Bid Qualification	Please confirm, we either Bid with Method #1 or Method #2? We don't have to do both.	Both methods are not required, only one. Select the one (1) method you are qualified for.
42	Attachment A: Pricing	For the link that is required on Attachment A-Pricing submittal, will a link to our current 2024 catalog/price list be fine?	Yes.
43	Section 2.2 e-procurement fee	Please confirm that there will be a 1.75% fee on all products sold whether via purchase order or e-procurement	The e-procurement fee applies only to orders placed through the NC EProcurement (NCEP) system.
44	General	Is the Vendor eVP# the same as our Customer Number found in evp.nc.gov?	Yes.
45	General	Are we to upload the addendums?	Return all addendums indicating return requirement and requiring signature at the end. See Information Section Page 1.
46	Section 2.8, letter c	please identify the specific pages that constitute the body of the IFB that the State would like us to return as part of our proposal.	Return the entire solicitation (all pages) with your bid.
47	Attachment A: Pricing	Please consider adding Product Series to all categories and changing Model Numbers to Product Series on the Pricing Submittal Workbook. It is not possible for manufacturers to list all models and configurations available within a product series	See Section 1, Modification #1.
48	Bid Opening Date	Please consider answering questions as they are asked. Most manufacturers are of the office at Neocon June 7-13. This bid is due on June 12, which means most manufacturers will need to respond before June 7 and if questions are not answered until May 27, that gives them just over a week to prepare a response. The answers to the questions will be pertinent to complete a response and would not be value added to time and resources to complete a response before the questions are answered. If you are not willing to do this, please consider changing the due date to a later date than June 12.	Please see Section 1, Modification #6.

Question #	Document Section	Vendor Question	State's Response
49	Section 4.6 Installation & Set-Up.	<p>The bid requests that for "items requiring installation the amount of the installation charge must be identified in Vendor's catalog with the relevant item". Vendor's do not supply installation of product. This is the role of a dealer. Typically when a Buying Entity requests a quote for product from the authorized dealers, the dealer will add a line item to their quote with the installation amount. Therefore, asking vendors to identify the installation charge in their catalog is not possible. Dealers will quote the installation amount based on the product and the time they estimate it will take them to install.</p> <p>How would you like us to handle this in the worksheet?</p>	See Section 1, Modification #2.
50	Section 4.5 Standard Delivery #3	<p>#3 The first sentence says Vendor shall provide the Buying Entity with anticipated shipping date but then on the last line of that paragraph it suddenly says "delivery date". These are two completely different things - Ship date is when the product leaves manufacturing facilities, delivery when it arrives at the buying entities facility.</p> <p>Should the last line be "anticipated ship date at the time it becomes known to the Vendor"?</p>	See Section 1, Modification #3.
51		<p>please clarify - I thought we could qualify based on ANSI/BIFMA certifications, but section 6.15 indicates that we must be GSA qualified, which we are not?</p> <p>6.15 GSA SCHEDULE VERIFICATION: Vendors must provide proof as a GSA federally qualified vendor with the bid submission.</p>	Please refer to Section 3.4 BID QUALIFICATIONS of the solicitation. Vendors may be qualified either under Method #1 – GSA Schedule or Method #2 – ANSI/BIFMA.
52	General	<p>I see that the tentative award date for this new RFP is 7/1/2024.</p> <p>Are there plans to extend the current contract #STC420A since it's set to expire 6/30/2024, or will that happen only if awards for the new contract aren't made by 7/1/2024?</p>	No, at this time there is no plan to extend the current contract beyond June 30, 2024.
53	General	Can you confirm what the eProcurement Fee will be for the new contract? I believe we currently pay 1.75%.	Yes, please refer to Section 2.2 E-PROCUREMENT FEE

Question #	Document Section	Vendor Question	State's Response
54	Attachment A, Pricing Submittal	If we are bidding our entire catalog/pricelist, are we allowed to enter as example "Entire March 1, 2024 Price list" under the Product "Series" names section and include a link to the catalog?	Yes, this will be acceptable.
55	Section 4.18 REFERENCES	As a manufacturer we don't sell directly to schools/end users. I understand the references should be filled out with information of end users who have a contract with another entity that we have supplied furniture through, however they are not our direct customers, as we work through furniture dealers. Should I request our authorized dealer(s) to provide reference(s) of end user(s) who have purchased through a contract?	Yes, references from manufacturers' authorized dealers who provided furniture through a similar contract will suffice.
56	Section 4.17 HUB PARTICIPATION	Can you please clarify what Tier 2 suppliers are?	Part II: Procurement of Goods Suppliers is requesting information for any vendors used by the bidding vendor for providing "goods" that are within the bid. This information should detail those vendors used, to include if they are a NC HUB Certified vendor.
57	SECTION 2.8 BID CONTENTS	I just want to confirm, line item "c) execution pages" are included in the 140 pages of the IFB document, which line item "e) vendor response" is also in the same 140 pages? Do I need to upload the 140 pages twice?	Line item c) includes the execution page and entire solicitation document (Pages 1-140). Line item e) clarifies to ensure vendors indicate response within the entire solicitation document (Pages – 1-140), for all items requiring a response within or requiring "additional" documentation for the listed sections.
58	Additional Documentation	Do I need to upload our digital product catalog and our digital pricelist? The files will be too large. What do I do if a different file is too large for Ariba?	Please refer to Section 1, Modification #1 for revised Attachment A – Pricing Submittal Workbook. Provide a URL LINK to the product being offered for this solicitation.
59	General	May discounts be shown as a range?	Yes.
60	Reference Attachment A - Pricing Submittal Workbook	Our company offers two different brands with two different website addresses, however the discounting to the State will be the same for both brands.* Question: Should we submit one Attachment A Pricing Submittal Workbook, clearly identifying each product brand or would the State prefer we submit two separate Attachment A Pricing Submittal Workbooks, one for each brand?	You may submit one Attachment A for Pricing and include the Product "Series" Names as provided in each Category. You may include as many product brands "series" as needed for the listed discount.

Question #	Document Section	Vendor Question	State's Response
61	Reference 4.15 Descriptive Literature	If our pricelists provide: photos, specifications and pricing, would our pricelists be considered sufficient descriptive literature? If our pricelists alone are not sufficient, what additional descriptive literature does the State request to meet this requirement?	Please refer to Section 1, Modification #1, for revised Attachment A – Pricing Submittal Workbook, “Vendors shall include in this Attachment a link to all the furniture products being offered in this category”.
62	Ariba Sourcing Event Section 6.15 GSA SCHEDULE VERIFICATION:	Vendors must provide proof as a GSA federally qualified vendor with the bid submission. if we are submitting a response based on ANSI/BIFMA rather than the GSA option, must we still provide proof we are a qualified vendor with GSA?	No, submit your response based on the ANSI/BIFMA method.
63	Section 6.16 Secretary of State Registration	Vendors presently registered with the NC Secretary of State must include a copy of the certificate of authority with the bid submission. We are a manufacturer responding on behalf of our dealers (vendors) and understand the need to submit the dealer's certificate...is a certificate required from the manufacturer as well if they are not headquartered in the state of NC?	See Section 1, Modification #4. Additional clarification includes, that Vendors presently registered, includes any intended Authorized Dealers current certificate of authority, to be provided.
64	Section 4.6 Installation and Set-Up	Installation of items requiring custom or complex fitting or assembly efforts due to the nature of the item (such as an executive desk with attached return and credenza, or a library shelving system) may be billed under the following conditions: the amount of the installation charge is identified in Vendor's catalog in conjunction with the relevant item, the Buying Entity is provided an option to affirmatively accept or decline installation services at the time of ordering, and any approved charge is listed as a separate line item on the purchase order and invoice. **installation charges are not listed in our manufacturer catalogs/specification guides/etc, as these can vary greatly based on the specific circumstances/project parameters/etc. if the word 'catalog' could be revised to say 'quote' that would be more appropriate, as our dealers can provide quotations that identify any installation charges associated with a particular product/project.	See Section 1, Modification #2.
65	General	We are not based in North Carolina, and are therefore submitting using Method #2. In this scenario, is it still expected that the State of North Carolina's discount mimic that of our GSA Contract?	Yes. See Section 4.1, Paragraph 4.

Question #	Document Section	Vendor Question	State's Response
66	General	We understand the request for GSA pricing. Given the State's volume on this contract relative to GSA's, would the state consider adjusting the preferred pricing request?	No.
67	General	Our GSA discount does not include freight or inside delivery. Given that the State is requesting it's discount to include these 2 services, will the State accept a lesser discount so long as we can provide the calculation for adjustment to reflect these to additional services?	Please refer to Question #19 above.
68	General	Are bidders able to reply by Subcategory only? Or must we be able to furnish all subcategories within the larger category?	Vendors may submit partial Subcategories within the specified category.
69	Section 6.1 Electronic Catalogue	Given that each product is special order and requires full specification by the buying entity (fabric selection, color selection, etc.) there are hundreds of variables within one product sku. Will the State accept a PDF catalogue in lieu of electronic?	Customized products should be managed using the "Ordering Instructions".
70	Attachment D – HUB Supplemental Vendor Information	In this form, are you asking for a list of only our HUB certified dealers? or should we list all dealers and reply Y/N to HUB certification?	Vendor shall provide a list of all the dealers who will perform the services required under the contract including HUB vendors. Indicate Yes for NC HUB authorized dealers.
71	General	Can you provide clarification as to whether a North Carolina based company with a GSA contract can respond to the above referenced IFB or are you specifically seeking GSA contract empowered Manufacturer responses? Our dealer is headquartered in Raleigh, NC and they are a holder of a GSA Packaged Office Furniture contract that includes my company's GSA contract offerings as well as other manufacturers GSA contract offerings discounting. Statewide contract users may see value in being able to issue one purchase order to one contracted supplier with multiple GSA discounted offerings like GSA contract eligible departments and agencies do.	A North Carolina based company may respond to the solicitation if they meet the requirement under Section 3.4 BID QUALIFICATIONS, Method #1.
72	Attachment A	In completing Attachment A, for some categories we have more than one product solution, with there also being more than one discount. Should we place all on one tab, calling them out by Subcategory or copy the tab and create a separate tab for each discount?	Vendors may submit additional tabs for each category if they represent a multiple products and series with different discount structure.

Question #	Document Section	Vendor Question	State's Response
73	Attachment C, Article 3.e Order of Precedence	<p>Attachment C, Article 3.e Order of Precedence: What is the order of precedence of State Agencies' terms and conditions on a purchase order compared to that of the State of North Carolina's terms and conditions?</p> <p>Do the North Carolina General Terms and Conditions override any terms and conditions that may be submitted separately by a State Agency?</p>	<p>The Statewide Terms and Conditions of the awarded contract supersede any State Agency terms and conditions on a Purchase Order. Buying Entities may provide for any additional Terms and Conditions that are not covered or provide a higher restrictive term.</p>
74	Pre-Bid Conference Presentation	<p>Addendum 6 contains a link to the Pre-Bid Conference Presentation. However, access is not granted to view the Presentation.</p> <p>How can a Vendor gain access to the presentation? Vendors do not have granted access. Please provide a copy of the Presentation if possible.</p>	<p>For informational purposes only. Below is the Urged & Caution Pre-Bid Conference Presentation. DPC-926634448-BAJ - Furniture- Pre-Bid Conference Presentation.pdf</p>
75	Section 3.3 Bid Evaluation Process	<p>MSRP's are not equal among manufacturers. How will bids be rated in terms of discounting? Because MSRP List is drastically varied for similar items among Vendors, a set discount would result in much different prices causing those with lower MSRP List prices to ultimately provide lowest prices to the State.</p> <p>How will discounts be scrutinized and rated?</p>	<p>Percentage Discounts offered must be off of Manufacturer Suggested Retail Price (MSRP). This price list is the consistency for MSRP, to allow for evaluation of cost to the State, based on the highest percentage off MSRP.</p>
76	General	<p>On our Pre-Bid Conference Call, it was referenced that discounts will be compared by Manufacturer.</p> <p>Is there a minimum number of bid submissions required for a Manufacturer to be awarded?</p> <p>How does this compare to one Manufacturer Vendor Submission with 30 authorized Dealers? Is that equivalent to 30 Submissions?</p>	<p>No minimum number of bids is required for a Manufacturer to be awarded.</p> <p>See Section 4.13 Authorized Dealers. There should be a single vendor response for all products offered in any of the categories listed in the solicitation. The list of authorized dealers provided by the manufacturers is not considered a submission. Instead, these authorized dealers will deliver and perform services under the contract, adhering to the same terms, conditions, and specifications on behalf of the manufacturer.</p>
77	General Specifications	<p>The Specifications for Furniture terminate at Commercial Dining Tables (Category IX). Attachment I does not include Specifications for Categories X – XVII.</p> <p>Where can we find Categories X – XVII as they are not in Attachment I?</p>	<p>The specifications for these products are outlined under Section 5.0 SPECIFICATIONS with the applicable classifications, specifications, and standards for each subcategory.</p>

Question #	Document Section	Vendor Question	State's Response
78	General Specifications	Category V, Subcategory B: Office Swivel Chairs is not listed in Attachment I. Please provide the Specifications for this Subcategory.	Please refer to Section 5.5.11 WOOD, OFFICE SIDE CHAIRS, Page 75 of the solicitation. Same specification but a swivel chair.
79	General Specifications	Is every specific product submitted required to be ANSI/BIFMA recognized/approved? There are multiple categories requested by the state that aren't scrutinized by ANSI/BIFMA.	Yes, an exception will be made for the categories that are not currently addressed by ANSI/BIFMA standards.
80	Attachment H North Carolina General Statutes 143-57.1 - Furniture requirements contracts (as amended by Session Law 2013-73)	Attachment H, letter (b) (Definition) only references 9 categories required. Will the other furniture Categories within this Bid be added to the list?	Attachment H references the General Statute required categories. The State reserves the right to include additional categories, as needed, on the solicitation (not required by General Statute).
81	Header	Does the Vendor need to input their name at the top of each page in the Solicitation and return in its entirety?	Yes.
82	Section 1.1 Contract Term	Please confirm that any renewal periods exercised will be mutually agreeable by both parties.	Yes. The Contract Administrator will issue a Notice of Renewal for acknowledgement of agreement to renew.
83	Section 1.1 Contract Term	Ariba shows the contract term as 72 months, or 6 years. This section outlines a 3-year initial term with two – (2) year renewal options, or 7 years total. Can you please confirm which term length is correct?	Should the State of North Carolina exercise the renewal options, the cumulative contract term will be seven (7) years.
84	Section 2.8 Bid Contents b), P.9	The Title Page does not include space(s) to insert the address, phone, or authorized representative's name as required by subsection 2.8(b). Would you like all this information included with the Vendor Name line?	Title Page to include the company name, address, phone number and authorized representative along with the Bid Number is created and provided by the vendor as a separate page on the company's letter head, as part of the bid response.
85	Section 2.8 Bid Contents d), P.9	The addendums released do not have any signature blocks included. Can you confirm these are required to be signed and if yes, confirm no specific format is required with the bid response?	See Information listed on Page 1.
86	Section 2.8 Bid Contents k), P.9	The Bid Contents require a completed Attachment H: North Carolina General Statutes, however, there is nothing to be completed with this attachment. Can you please clarify what requirement needs to be returned for Attachment H?	Please refer to Question #21 above.

Question #	Document Section	Vendor Question	State's Response
87	Section 2.8 Bid Contents l), P.10	Please confirm Attachment J: Specifications for Furniture should be Attachment I	Corrected to read Attachment I.
88	Section 2.8 Bid Contents m), P.10	Please confirm Attachment K: Dealer Information should be Attachment J.	Corrected to read Attachment J
89	Section 2.8 Bid Contents, P.-10	This section outlines the NC General Statutes, Specifications for Furniture, and Dealer Information attachments should be uploaded in Ariba. In Ariba, these sections do not have a place to include an attachment. Please advise where should be included with the submittal. Screenshot below for reference.	Please refer to Question #21. Attachment J: Dealer information is to be submitted under 6.14 ADDITIONAL DOCUMENTATION.
90	Section 3.1 Method of Award, P.10	The IFB states consideration will be given to each bid based on percentage discount and number of products offered. We respectfully request that you consider the net price v. discount percentage; the actual net price for a product with a lesser discount amount could in fact be the best price for the State.	No. The State will base pricing on the current Method of Award, as stated for percentage off of MSRP.
91	Section 4.1 Pricing, P.15	Given most furniture installations outside of freestanding furniture would qualify as complex under Section 4.6, we recommend removing "Bid price shall include all applicable charges for delivery fully assembled and ready for use," from this section.	Bid price shall include all applicable charges for delivery fully assembled and ready for use. This means furniture already assembled at the manufacturer's site and ready for use (i.e. chairs, bookshelf, side chairs, file cabinets). However, for complex installation of furniture i.e. library shelving, workstations, please refer to Section 4.6 INSTALLATION AND SET-UP, and 4.7 OTHER SERVICES where it states, "Acceptance and approval of charges for installation of such items shall be at the sole discretion of the Buying Entity".

Question #	Document Section	Vendor Question	State's Response
92	Section 4.6 Installation and Set-Up, P.17	<p>The language under 4.1 Pricing and 4.5 Standard Delivery outlines products should be inclusive of all applicable charges for delivery, fully assembled, and ready for use compared to the language in this 4.6 Installation and Set-Up section. This is causing confusion with end-users and our dealer partners. Similar to the example in section 4.6, we wouldn't consider adding shelves to a bookshelf complex, but we would consider assembling a workstation to include panels, connectors, electrical, top caps, storage, etc. to be complex. Under the current contract, these "complex" situations are to be negotiated on a case-by-case basis, however, end-users are not willing to accept the charges due to the way the contract is written. The other sections outlining the contract should be priced as delivered & installed is the reason end-users continue to deny these charges. Can this be re-evaluated where service charges such as installation, design, project management, reconfiguration, etc. can be charged at an hourly rate and included with the bid submission and remove the language with the perception all product is to be delivered & installed? Currently, Manufacturers and Dealers are absorbing these costs.</p>	See Section 1, Modification #2.
93	Section 4.6 Installation and Set-Up, P.17	<p>If the State is unwilling to clarify the delivery and service sections, Vendors will need to account for installation in the cost of all product purchases. This will result in the state not receiving the best value since it's a "one size fits all" approach. Please confirm whether the state will revisit the language or whether all Vendors need to include delivery & installation in their price to the state.</p>	See Section 1, Modification #2.
94	Section 4.7 Other Services, P.17	<p>We are an office furniture manufacturer. We do not perform our own services, such as installation, design, or reconfiguration; rather, we use our network of authorized dealers to perform these services. Accordingly, additional charges for services such as this are not included in our price list catalog. Our price list catalog only includes pricing for furniture products. This is the industry standard. Please confirm it is acceptable to quote additional installation and other service charges on a case-by-case basis, and we are not required to list information regarding or charges for services in our price list catalog.</p>	Yes, See Section 1, Modification #2. Installation and other services are not part of the price list catalog, but if requested it shall be at the sole discretion and acceptance of the cost of the Buying Entity.

Question #	Document Section	Vendor Question	State's Response
95	Section 4.12 Authorized Reseller, P.18	If a Manufacturer is bidding direct, is any response required with the Authorized and Attached Manufacturer's Authority checkboxes?	Yes please respond, using the available options.
96	Section 4.14 Warranty, P.18	The vast majority of our products have a limited lifetime warranty which extends well beyond the 10-year requirement listed in Section 4.14. However, we do have some limitations to this warranty for moving parts, such as pneumatic cylinders, glides, casters, door hardware, normal wear-and-tear, etc. These limitations are standard in the industry. Can a vendor provide limitations to the 10-year warranty requirement listed in Section 4.14 for items such as these and still be considered responsive?	See Section 5.9 for guidance on any Deviations from the requirements or specifications provided. If using a separate document, to attach to the bid, this should be uploaded in the Ariba Sourcing Event Section 6.14.
97	Section 5.7 Division of Adult Correction, Department of Public Safety Products Preference G.S. 148-134, P.132	Please confirm product availability and any applicable waiver requirements are the responsibility of the ordering agency.	Correct.
98	Attachment D: HUB Supplemental Vendor Information, Part III.	As a manufacturer, our local Authorized Dealers will be performing services procured under this solicitation. Please confirm we would complete this form as "No" for Subcontractors in this instance, and only complete Attachment J for Dealer Information. Our assumption is that Subcontractors in this instance are third party contractors.	Attachment D Part III Services – Subcontractors are only for non-Authorized Dealer subcontractors that will be performing services.
99	North Carolina General Terms & Conditions 2. Default and Termination, P.1	Please confirm that in the event any products are purchased on the open market, these products are comparable in function, design, and cost.	In the event of default the State will seek products using make/model or functional equivalent.
100	North Carolina General Terms & Conditions 2. Default and Termination, P.2	Prior to the State exercising the right for termination for cause, please confirm the State will give the Contractor a commercially reasonable opportunity to cure.	Should the vendor fail to perform under the contract terms and conditions the State, the Contract Manager will issue a Request to Cure Notice and allow remedy prior to any termination for cause letter to remedy the situation before the termination for cause.

Question #	Document Section	Vendor Question	State's Response
101	North Carolina General Terms & Conditions 13. Access to Persons and Records, P.6-7	Please confirm audit rights are upon 30 days prior written notice and during regular business hours.	Terms and Conditions Section 13, stands as written.
102	North Carolina General Terms & Conditions 28. Federal Funds Provisions, P.12	Please confirm it is the responsibility of the Purchasing Agency to notify the Vendor prior to order placement when federal funds will be utilized.	Notification by the Buying Entity is not required.
103	General Question	In order to meet the unique needs of an end-user, we have the ability to customize many of our products. These customized products are referred to as 'specials'. These specials are defined as modifications to existing products that will still maintain the primary product function and warranty. For example, if an end-user requires a bookcase that needs five shelves instead of four. Specials are uniquely priced based upon the requested modification; as such, the list prices and model numbers of the special are not published in our catalog or our list pricer. Please clarify if we can offer this 'special' program upon contract award.	The solicitation is requesting categorized specifications, for the entire manufacturer catalog. Any customization of manufactured goods will be considered a service, separate from the catalog provided features. Any customization will be quoted and billed as an optional service for, Buying Entity determination on need.
104	General Question	Please confirm the State will allow non-contract items to be submitted on a purchase order with contract items.	It is the intent of this solicitation to only cover categories and manufacturers awarded.
105	General Question	Please confirm there is not an Attachment C included.	Attachment C is included and incorporated within the solicitation. Please refer to the Ariba Sourcing Event, Section 3.11 ATTACHMENT C: NC GENERAL TERMS AND CONDITIONS
106	General Question	With the potential of 3 awards per category, there is the possibility that each category could be awarded to all different vendors. How is the State considering end-users placing orders for large projects that include all categories? Will the State allow awarded Vendors by category to offer their full breadth of line?	The State may award multiple vendors per category (per manufacturer) to provide a wide range of various types of furniture with different make and models. Buying Entities are able to choose from all categories, so as long as the vendor is awarded for each of the selected categories.
107	General Question	Can you clarify that the State will not restrict Vendors to single categories if awarded? For current NC contract holders, this would impact NC customers and their access to match existing furniture installations.	The State will not restrict Vendors to a single categories.

Question #	Document Section	Vendor Question	State's Response
108	Section 5.3 Categories	<p>The last paragraph of Section 5.3 indicates, "In addition, accessories, attachments or optional items that are related to and normally sold with or as a part of a product, product line or identified grouping of items in one of the above categories may be included in a bid submitted for that category as long as the related item does not fall within another listed category."</p> <p>Does this mean bidders cannot provide a line or product in more than one Category even if it serves two Categories (Example: Dormitory and Residential)?</p>	Vendors can provide more than one product line or series in each category. The vendor must identify the sub-category being offered and submit a separate tab(s) for any additional sub-categories. For example, one submittal for Dormitory furniture and one for Residential.
109	Section: 4.6 Installation and Set-up	The IFB reflects a note that Attachment C, Section 1 Default and Performance Bond may be required, but there is no attachment C. Please confirm this is not required with this bid submission.	<p>Performance Bond is not required under the contract.</p> <p>Please refer to the Ariba Sourcing Event, Section 3.11 for ATTACHMENT C: NC GENERAL TERMS AND CONDITIONS</p>
110	Section: Purpose and Background and 3.1 Method of Award	<p>The State of North Carolina (State) through the Department of Administration (DOA) Division of Purchase and Contract (P&C) is seeking qualified vendors to establish a Statewide Term Contract to furnish and deliver a comprehensive, multiple manufacturer product line of new Furniture on an "As Needed" basis, if and when ordered by State Departments, Agencies, and Higher Education Institutions during the contract period."</p> <p>Question: Please confirm if the state is accepting proposals from both manufacturers and dealers.</p>	The State will accept bids from manufacturers and authorized dealers.
111	Section: 4.4 Transportation and Identification	If nonstandard delivery terms apply, such as no dock (ex: needing a lift-gate truck), palletized products, etc., may a contractor quote and charge fees for nonstandard deliveries on a project-by-project basis?	Please see Question #10.
112	Section: 4.1 Pricing and 4.6 Installation and Set-up	<p>Hourly rates may vary based upon location, time of delivery (after hours, weekend, etc.).</p> <p>May a vendor present a range of rates applicable to the service fees?</p>	Any installation cost must be provided to the Buying Entity to include all labor cost for installation. Acceptance and approval of charges for installation of such items shall be at the sole discretion of the Buying Entity. See Section 1, Modification #2.

Question #	Document Section	Vendor Question	State's Response
113	Section: Addendum 7 – Modification 1	Pricing Attachment A includes a field for "series"; may we note that our breadth of line is available to the State of North Carolina? We have various series that meet the needs of the State of North Carolina so our intent is not to limit the options available.	Yes.
114	Section: Attachment A	Please confirm if a vendor holds a GSA Contract, can they still opt for Method 2 for ANSI BIFMA to include more products?	Yes.
115	Section: 4.15 Descriptive Literature	Would the price book count as descriptive literature considering the specifications, images, and options that are outlined within published price list files?	Yes.
116	OMB Standard Form LLL	There are two references to the OMB Standard Form LLL, please clarify where this form is located.	You can find the form here: Form (nc.gov)
117	Section: 4.12 Authorized Reseller	Please confirm the State is only accepting offers from manufacturers, and not dealers. If the state is allowing vendors such as dealers to respond on behalf of manufacturers, we respectfully request that the State require an authorization letter for those vendors.	The State will accept responses from manufacturers and authorized dealers. See Section 4.13 AUTHORIZED DEALERS
118	Section: 4.13 Authorized Dealers	<p>“Vendor shall specify whether orders must be placed directly with Vendor or may be placed directly with Authorized Dealer(s).”</p> <p>Question: Is Vendor the same as Manufacturer?</p>	<p>Please see Instructions to Vendors, Section IV. 29 for full definition of Vendor.</p> <p>VENDOR: The supplier, bidder, proposer, company, firm, corporation, partnership, individual or other entity submitting a response to a Solicitation document. Following award of a contract, the term refers to an entity receiving such an award.</p>
119	Section: 2.8 Bid Contents	“Signed receipt pages of any addenda released in conjunction with this IFB, if required to be returned.”	Please refer to answer to Question #88 above.
120	Section: 4.1 Pricing	<p>“Prices shall be expressed as a discount from the manufacturer’s published retail price List.”</p> <p>We anticipate product changes in July 2024. May we provide an excel spreadsheet to provide for those products?</p>	Please see Section 6 for Adding, Deleting, or Substituting product after award.

Question #	Document Section	Vendor Question	State's Response
121	Section: 4.6 Installation and Set-up	<p>“Vendors are reminded that pricing shall be provided for the requested items only, all additional charges such as installation, maintenance and training shall be priced separately and quoted to the Buying Entity prior to the services being provided. The items which include additional charges shall be indicated on the Vendor’s catalog to make the Buying Entity aware of its presence at the time of the order.”</p> <p>Question: As a manufacturer, we do not publish rates in our price lists for services as authorized dealers provide those services. Please clarify how a manufacturer is expected to present this information.</p>	See Section 1, Modification #2.
122	Section: 6.4 Periodic Quarterly Sales Reports	What is the difference between the Semi Annual and Quarterly reporting? A template was provided for the Quarterly reporting, but not Semi Annual.	<p>See Section 1, Modification #5.</p> <p>The Vendor shall be required to provide Sales Management Reports to the above designated Contract Manager on a Quarterly basis.</p>
123	Section: 6.10 Price Adjustments	After the first year of the contract, if a manufacturer provides justification, such as PPI Index data, please confirm the state is willing to accept a price adjustment.	Price Adjustments will be based on Section 6.10.
124	Section: 6.10 Price Adjustments	In the event the state declines a pricing adjustment request, please confirm the state will provide the evaluation criteria to validate the basis of the determination	The State will provide a rationale for rejecting a price adjustment request.
125	General	If we are a manufacture, and would like to include authorized dealers do we submit a list and attach as an additional document or do we fill out section PART II: PROCUREMENT OF GOODS - SUPPLIERS in ATTACHMENT D: HUB Supplemental Vendor Information?	Please refer to question #24. Attachment J: Dealer information is to be submitted under 6.14 ADDITIONAL DOCUMENTATION
126	General Specifications	For ergonomic accessories such as Footrests, Leg rests, and Monitor Arms, which category would these items fall under?	The relative associated category that the accessory is being procured for.
127	General Attachment A	Needing further clarification on submitting a price list. Are we able to submit a pdf of our products for each category (example is attached) or are we required to fill out and submit Attachment A?	Vendors shall complete Attachment A and provide a URL LINK for all the products being offered in EACH category.
128	General	Many manufacturers can offer extreme discounts due to inflated list price...confirming the net cost to state taken into consideration and not just the discount (reference 3.1 method of award)	Percentage Discounts offered must be off of Manufacturer Suggested Retail Price (MSRP). This price list is the consistency for MSRP, to allow for evaluation of cost to the State, based on the highest percentage off MSRP.

Question #	Document Section	Vendor Question	State's Response
129	General	Is it the state's intention to limit the number of manufacturers per category?	No.
130	General	Is it the state's intention to decrease the number of manufacturers per category?	No.
131	General	How many manufacturers do you intend on having in the seating category? (And any other categories we are pursuing)	The State does not have an intentional number of manufacturers.
132	General	What percentage of the decision criteria is weighted towards the discount percentage offered?	Please refer to Section 3.0 METHOD OF AWARD AND BID EVALUATION PROCESS.
133	General	Is the current bid supposed to mimic the last furniture bid?	The current solicitation is intended to provide for the State's current assessed need.
134	General	Can the due date be extended since majority of the manufacturers will be attending NeoCon from 6/8 to 6/14? It doesn't give us enough time to work on this bid especially if the Q&As are returned to the bidders towards end of May.	See Section 1, Modification #6, for State agreed updated Bid Opening Date.
135	Section 3.4.2: Qualification by ANSI/BIFMA standards:	<p>Instead of providing the ANSI/BIFMA certificates for each product family, can we submit a link showing that our entire product line is BIFMA Compliant® Certified?</p> <p>Basically, being listed in that BIFMA-maintained registry means that our chairs have already been certified by an ISO 17025 laboratory to meet/exceed the requirements for ANSI/BIFMA x5.1-2017 (General-Purpose Office Chairs Tests).</p>	Yes.
136	Section 4.19: Sustainability Efforts	Can we submit our BIFMA Level® 2 Certification along with our GREENGUARD® Gold Certification to satisfy this section?	Yes.
137	Section 3.1 Method of Award, P.10	<p>Highest discount - does not mean best price-</p> <ul style="list-style-type: none"> MFG 1 charges \$1500 for a widget and gives a 60% discount for a net of \$600, MFG 2 charges \$800 for same widget with a 50% discount for a net of \$400. <p>We respectfully request that you consider the net price v. discount percentage; the actual net price for a product with a lesser discount amount could in fact be the best price for the State.</p>	<p>The percentage discount will be based ONLY on MSRP. Only submit MSRP Price List.</p> <p>Products offered must currently be available in the manufacturer's published MSRP. Submission of price schedules developed specifically for this Bid WILL result in disqualification from award consideration.</p>
138	Section 2.8 Bid Contents d), P.9	The addendums released do not have any signature blocks included. Is it acceptable to acknowledge receipt and understanding within our cover letter? If not, please confirm these are required to be signed and if yes, confirm the format required with bid response?	See Information Section, Page 1

Question #	Document Section	Vendor Question	State's Response
139	Section 2.8 Bid Contents d), P.9	Completed and signed version of EXECUTION PAGES, along with the body of the IFB. What documents does the state classify as the 'body' of the IFB?	Pages 1 – 140.
140	Section 2.8 Bid Contents k), P.9	The Bid Contents require a completed Attachment H: North Carolina General Statutes, however, there is nothing to be completed with this attachment. Can you please clarify what requirement needs to be returned for Attachment H?	Please see the answer to Question #21.
141	Section 2.8 Bid Contents l), P.10	Please confirm Attachment J: Specifications for Furniture is really Attachment I.	Please see the answer to Question #90.
142	Section 2.8 Bid Contents m), P.10	Please confirm Attachment K: Dealer Information should be Attachment J.	Please see the answer to Question #91.
143	Attachment A- Pricing Submittal Workbook	The Pricing worksheet requires series names, we have nearly 300 series names that will need to be typed into that section. Would the State consider allowing a price list name to be reflected?	Yes, include the list under Product "Series" Names in Attachment A.
144	Section 4.13 Authorized Dealers	Vendor shall complete ATTACHMENT K: DEALER INFORMATION for Authorized Dealers. Will the State supply the Attachment K or is this really supposed to say attachment J	Attachment J is provided in the Ariba Sourcing Tool under Section 6.8.
145	Section 4.1 Pricing, P.15	Based on our current history with North Carolina the majority of furniture installations, outside of 'freestanding furniture' or 'set in place furniture like a bookshelf' qualifies as complex as defined in Section 4.6. To ensure the State receives favorable discounting, please amend to read: "Bid price shall include all applicable charges for delivery fully assembled and ready for use,"	Please see the answer to Question #94.
146	Section 4.5 Standard Delivery, P.16	Standard Delivery shall be made to the location specified by the Buying Entity in the Purchase Order and ready for use. This is contradictory to what is in 4.1 Pricing, P15.	Please see the answers to Question #10 and #94.

Question #	Document Section	Vendor Question	State's Response
147	Section 4.6 Installation and Set-Up, P.17	<p>We ask the State to clarify the delivery and service sections, to ensure the State is provided the favorable pricing.</p> <p>If the State is not willing to amend the wording/definition, please confirm that delivery and installation is to be included in our discounting.</p>	Please see the answers to Question #10 and #94.
148	Section 4.7 Other Services, P.17	It is not industry standard to list service charges in a manufacturer's price list. Mfg's do not perform services such as installation, design as these are perms are performed by authorized dealers. Knowing it is not industry standard, and services are not in our price lists, is acceptable to quote additional installation and other service charges on a case-by-case basis?	See answer to Question #94 above.
149	North Carolina General Terms & Conditions 2. Default and Termination, P.2	Please confirm the State will give the Contractor a commercially reasonable opportunity to cure before the State would exercise rights to terminate with cause.	Please see the answer to Question #103.
150	North Carolina General Terms & Conditions 2. Default and Termination, P.2	Please confirm that the Vendor will also have contract termination rights for convenience and default.	The Terms and Conditions do not provide for the vendor to terminate for convenience or default.
151	North Carolina General Terms & Conditions 28. Federal Funds Provisions, P.12	When federal funds will be utilized, please confirm it is the responsibility of the Purchasing Agency to notify the Vendor prior to order placement.	Please see the answer to Question #105 above.
152	Pre-Bid Conference PowerPoint-Evaluation Criteria IFB – Lowest Cost Meeting Specs	<p>With the potential of 3 awards per category, there is the possibility that each category could be awarded to all different vendors. Using this method will prevent the buyer from getting a complete office of matching furniture. If a MFG only gets seating and bookcases, the buying agency would be unable to purchase a matching desk, bridge, credenza.</p>	<p>The State may award multiple vendors per category (per manufacturer) to provide a wide range of various types of furniture with different product series.</p> <p>Buying Entities are able to choose from all categories, so as long as the vendor is awarded for each of the selected categories.</p>

Question #	Document Section	Vendor Question	State's Response
153	Section 6.1 Electronic Product Catalog, PG 133	Vendors have 3 options – the 3rd option is Ordering Instructions. Please confirm if using this method we are not required to do options 1 or 2. Does option 3 incur the 1.75% if the ordering agency is not using the E-procurement system to issue purchase order?	Correct, the vendor must select one of the methods under 6.1 Electronic Product Catalog, PG 133. The selection must be in alignment with the specifications within the option listing. All options will result in the E-Procurement Fee for the purchase of “goods” only (services do not impose the fee), for all State Entities utilizing the E-Procurement System.
154	Section 6.1.1 Line-Item Catalog Solution, PG 133	If selected for contract award, the Vendor hereby agrees to cooperate with the State and E-Procurement services to develop a line-item catalog. Please confirm Option 3 - order instructions would not require a line-item catalog	If Option 3 is selected and in alignment with specifications of the catalog, Line-Item catalog is not required.
155	Section 4.11	Is it possible to remove 'or an order in its entirety'? if 200 chairs were ordered and only 1 was delayed, this would allow a complete cancellation of the whole order.	As a part of the Contract Management, for “situations” the Buying Entity and the Vendor should mutually agree on how to handle undelivered products and their resolution. Section 4.11 stands as written.
156	Section 4.20 Return Policy	Everything we manufacture is specialty or customized as we do not stock furniture...so just confirming these are not returnable	Section 4.20 does not apply to customized items, per (2).
157	General - Ariba	ARIBA UPLOADS (IFB Solicitation, pgs 9 to 10, #2.8.a to #2.8.n): There are a few sections from 2.8 that seemingly do not have an Arbia section designated for upload (e.g., #2.8.a – Cover Letter; #2.8.b – Title Page, 2.8.d – Addenda etc.). Please advise if quoters should upload these types of required documents to Ariba section 6.14 if a specific Ariba section does not currently exist.	Please refer to Section 6- Vendor Response in the Ariba Sourcing Tool and how to return the solicitation. Contact the Help Desk for assistance on how to submit the solicitation. Call: 888-211-7440 -- For general vendor questions, select Option 2 General vendor questions: vendor@nc.gov
158	Ariba Sourcing Event Section 6.15	If a quoter is using Method 2, what should they upload to Ariba section 6.15 since it is flagged “a required field”?	See Section 3.4.2 for Method #2 submission requirements.
159	Ariba Sourcing Event Section 6.10	AUTHORIZED RESELLER STATEMENT (Ariba section 6.10): If a manufacturer is the Vendor, what will they upload to Ariba section 6.10 since it is a “required field”, and IFB sections 4.12 and 4.13 will be included in the response to Ariba section 6.1?	Ariba Sourcing Event Section 6.10 has been updated to reflect “Not Required” to allow the option to upload, as it is applicable to the Vendor’s response.
160	Attachment J	ATTACHMENT J – DEALERS INFORMATION (Ariba section 6.8): There doesn’t appear to be an option to upload a completed Attachment J to the Ariba site. Please advise.	Attach the file under Section 6.14 0- ADDITIONAL DOCUMENTATION.

Question #	Document Section	Vendor Question	State's Response
161	Section 3.4 Bid Qualifications	In lieu of submitting ANSI/BIFMA certificates of compliance along with relevant sustainability certificates for every quoted products, may quoters provide a matrix that summarizes the compliance in order to reduce the number of pages within their submittal package?	Yes, this will suffice however, certificates may be asked during the term of the contract.
162	Section 4.19 Product Sustainability	Please confirm quoters are not required to upload green certification certificates for all quoted products; rather, quoters are required to provide a summary about their organization's efforts to provide products that have green certification. If individual green certification certificates are required for all quoted products, it could result in hundreds of files just for the certificates.	The vendor may provide a summary about their organization's efforts to describe how environmental requirements which relate to clear labeling of the environmental and sustainability attributes (e.g. environmental certifications, total and post-consumer recycled content, etc.) of products in the proposed products.
163	Section 4.26 Secretary of State Registration	Please confirm a "Certificate of Existence" issued by the Secretary of State is the same thing as "Certificate of Authority" because our distributors have "Certificate of Existence" certificates.	Yes.
164	Section 5.3.p. Outdoor Furniture	XVI-outdoor furnishings-ANSI/BIFMA ratings are not applied to outdoor furnishings...could there be an exception for this section only where the ANSI/BIFMA certifications would not be required?	Yes, an exception will be made since outdoor furnishings are not currently addressed by ANSI/BIFMA standards.
165	General	Is additional discounting allowed under this contract?	Yes. See Section 4.2 Additional Savings Offers/Rebates. Volume Discounts are templated in Attachment A: "Volume Discounts". Any additional Discounts may be entered at bottom of Category with details.

Question #	Document Section	Vendor Question	State's Response
166	General	<p>Most of our products comply with the ANSI/BIFMA standards as required by the bid. However, some products do not have confirmed compliance with a BIFMA standard. Additionally, we do not have a GSA contract to cover the products that do not meet the ANSI/BIFMA standards. Our products are tested against rigorous European performance and safety standards for school environments, such as the DIN EN 1729-2, which assesses the safety, strength, and durability of chairs and tables used in educational institutions.</p> <p>Given that we are bidding under the ANSI/BIFMA method, but some of our products do not have documents confirming compliance with a BIFMA standard, would the applicable DIN EN standards for products in our catalog be considered compliant with the state's requirements?</p>	Please refer to Section 3.4 BID QUALIFICATIONS. Provide
167	General	If products in our price list are certified to a newer ANSI/BIFMA standard than the one listed in the bid, is this ok?	Yes.
168	General	The BIFMA requirements list X5.1 – 2021 Lounge Seating – however, the lounge seating standard is X5.4. We would likely not have testing to X5.1 for our lounge seating. Is this ok?	Must meet the specifications and requirements outlined in the solicitation.
169	General	Given that California Technical Bulletin 117-2013 is the current federal standard for upholstered furniture under the COVID-19 Regulatory Relief and Work From Home Safety Act, will products be considered compliant with the contract if the upholstery and cushions meet this standard?	Yes, it will be compliant if it meets the current federal standards.
170	Section 2.2 E-Procurement Fee	In section 2.2 of the bid, it states that "The E-Procurement fee may apply to this solicitation." Please confirm if suppliers need to pay a contract fee under this contract.	All "goods" purchases qualify for the E-Procurement fee for orders placed using the NC E-Procurement system, as required for State Agencies.
171	General	Are we able to sell special construction items (e.g., different sizes, materials, etc.) on this contract as we have done in the past?	Must meet the specifications and requirements outlined in the solicitation.

Question #	Document Section	Vendor Question	State's Response
172	Section 3.4 – Method 1	<p>The solicitation states The Vendor must be a North Carolina resident (i.e., its headquarters, the locations from which the business is controlled or managed, is in North Carolina) or the products being bid are manufactured or produced in North Carolina, and the product(s) being bid are included on a United States General Services Administration (GSA) Furniture Schedule.</p> <p>If a manufacturer is in the United States but does not reside in North Carolina, and has a vendor (dealer) that is a North Carolina resident with a controlled/managed business in the state, is the manufacturer allowed to bid and receive award without holding a GSA contract?</p>	Yes, if it is being qualified under Method #2, ANSI/BIFMA.
173	Ariba Sourcing Section 6.14	Vendors shall include any information under Section 6.14, Additional Documentation. There is no Section 6.14. Is this a typo? Should we actually refer to section 6.13?	Please refer to Section 6.14 in the Ariba Sourcing Tool. The vendor may submit any additional documentation needed for this Solicitation. Vendor may upload a compressed file (e.g. WinZip) with one or more documents by selecting "Attach a file." The Additional Documentation is a standard template.
174	Attachment F Location of Worker Utilized by Vendor	Would this include component suppliers for manufacturing?	Yes.
175	Section 4.6 Installation and Set Up	<p>As a manufacturer, we do not identify installation rates and/or charges in our price book.</p> <p>Authorized Dealers are responsible for installation service charge on complex fitting / assembly to the Buying Entity.</p> <p>Will we as the manufacturer need to create an installation charge % and add to our Price Book?</p>	See Section 1, Modification #2.
176	Section 3.4.2 Bid Qualifications	If a vendor submits a bid for contract under Method #2, does the vendor have to be a North Carolina based company, similar to Method #1?	No..
177	Section 3.4.2 Bid Qualifications	<p>If a vendor is submitting a bid for contract under Method # 2, what specific documentation is the State requesting to show that the proposed furniture meets ANSI/BIFMA standards?</p> <p>Will a letter from the manufacturer be sufficient?</p>	Yes. The Manufacturer letter should maintain the ANSI/BIFMA Certification documentation.

Question #	Document Section	Vendor Question	State's Response
178	Section 4.1 and Section 4.5	<p>Method #1 is based on holding a GSA contract and being a North Carolina company. The GSA contract does not include installation or freight fees. Section 4.1 and 4.5 states that a vendor's bid price shall include delivery fully assembled and ready for use and this is not in line with the GSA contract.</p> <p>Can inside delivery and/or installation and freight pricing be quoted on a project by project basis direct to the customer, rather than be included in the contracted discount off MSRP?</p>	<p>Section 4.1 states ...all additional charges such as installation, maintenance and training shall be priced separately and quoted to the Buying Entity prior to the services being provided.</p> <p>Section 4.5 does not speak to pricing for installation.</p> <p>Section 4.6 Installation - See Section 1, Modification #2.</p>
179	4.6 Installation & Setup	<p>Would the State consider allowing a complex delivery charge for projects that are outside a major metro area to accommodate additional services to support rural areas? (100 counties).</p>	No.
180	Section 3.4 Bid Qualification	<p>We are Canadian manufacturer currently holding GSA contract, schedule 71 - Do we qualify under Method #1.</p> <p>Do we still need to submit ANSI-BIFMA certificates as per Method #2.</p>	<p>No.</p> <p>Yes.</p>
181	Section 3.4.1.1 GSA's Most Favored Customer Pricing	<p>We can match GSA discount because freight is not included on our GSA contract. If we offer the same discount, we would be in violation of our GSA contract.</p> <p>Can we add freight as a separate line item to mirror our GSA contract?</p>	No.
182	General	<p>Bid price shall include all applicable charges for delivery fully assembled and ready for use. - Our furniture is shipped knocked down for local assembly and installation. Can we add installation as a separate line item.</p>	Please see Question #10.
183	General	<p>Pricing - Majority of our products, about 95%, ship knocked down for local assembly and installation. Instead of adding a note for each product line, can we have a note on the first page of the price book that all products require assembly and installation and mark only exceptions beside products that ship assembled in the price book.</p>	See Section 3.1 Bid price shall include all applicable charges for delivery fully assembled and ready for use
184	Section 4.5 Standard Delivery	<p>Our GSA contract does not include items stated in paragraph 4.5 Standard Delivery, Item 1. Our delivery is dock to dock. There are extra charges for inside delivery. Can we offer separate line item for inside delivery?</p>	Please see Question #10.

Question #	Document Section	Vendor Question	State's Response
185	Section 4.6 Installation and Set-up	<p>Our price book identifies the man hours per seat for assembly. This does not include site conditions, delivery location as well as prevailing wages, after hours, etc.</p> <p>With all these exceptions, how can we provide a single price for installation for each product.</p>	See Section 1, Modification #2.
186	Section 4.14 Warranty	<p>With fabric warranty, we follow manufacturer's warranty which is typically 3 years. Also, any electrical components is generally 1 year.</p> <p>Can we offer different warranties depending on the product?</p>	See Section 5.9 for guidance on any Deviations from the requirements or specifications provided. If using a separate document, to attach to the bid, this should be uploaded in the Ariba Sourcing Event Section 6.14
187	Section 4.20 Return Policy	If it is not a vendor error or defective product, will the State cover the cost of freight for the return.	No.
188	Section 4.26 SOS Registration	Will a business corporate annual report that includes a secretary of state ID number be acceptable for this section?	Yes.
189	Bid Submittal Due Date	Can the due date be extended since majority of the manufacturers will be attending NeoCon from 6/8 to 6/14? It doesn't give us enough time to work on this bid especially if the Q&As are returned to the bidders towards end of May.	See Section 1, Modification #6.
190	General Pricing	If bidding GSA method, the discount could not mirror or even come close to GSA discounting (as install and delivery can be added to GSA). Will the state consider that delivery and install is necessary on this bid when evaluating discounts?	Refer to Section 4.4 TRANSPORTATION AND IDENTIFICATION – All delivered furniture shall be FOB Destination with all transportation costs and fees included in the total bid price. For Installation, please refer to Section 4.6 INSTALLATION AND SET-UP. Acceptance and approval of charges for installation of such items shall be at the sole discretion of the Buying Entity.
191	Section 6.1 Catalog	Please confirm which catalog we currently have so I can choose the correct option for what catalog we would like to have going forward.	Please contact NC eProcurement for verification of any individual current catalog set ups.
192	General	Can documents be signed by 2 different authorized representatives of the company- some by the Controller of the company (in regard to financial documents) and some documents signed by a different authorized representative?	Yes.

Question #	Document Section	Vendor Question	State's Response
193	Section 4.26 Secretary of State Registration	As a manufacturer we are doing business directly with our Authorized Dealers. The Dealers are doing business directly with the End Users in North Carolina. who is to provide the Certificate of Authorization, us or our Authorized Dealers?	See Section 4.13 AUTHORIZED DEALERS
194	Section 5.5.11 Item #2	<p>How does the state define "compliance" with Ansi/BIFMA standards? BIFMA reissued standards in 2022, stating that all documentation must be recertified in an ISO 17025 accredited lab.</p> <p>Our furniture product meets the Ansi/BIFMA standards defined by the test results in every category. However, the products have not been retested in an ISO accredited lab.</p> <p>Will the current certification that our products meet the standards suffice for "compliance" in this bid?</p>	<p>Section 2 states, "Referenced specifications and standards shall be the latest issue in effect of the date of the Invitation for Bids.</p> <p>If the current certification meets the standards at the time of this IFB, yes.</p>
195	Sections 4.1 Pricing and 4.5 Standard Delivery	<p>Any delivery under the 4.5 Standard Delivery method will require a Dealer to unload at dock or take into a building as transportation companies do not unload cargo.</p> <p>On IFB Attachment A- Pricing Submittal, please confirm that we can submit discount to product that includes Product Price and FOB Destination Only, as section 4.1 calls out a separate line item for Installation that is to be approved by the entity at time of bid.</p>	Refer to Section 4.4 TRANSPORTATION AND IDENTIFICATION – All delivered furniture shall be FOB Destination with all transportation costs and fees included in the total bid price. For Installation, please refer to Section 4.6 INSTALLATION AND SET-UP. Acceptance and approval of charges for installation of such items shall be at the sole discretion of the Buying Entity.
196	Section 4.2 Additional Savings Offers/Rebates.	Will a Vendor be allowed to sell to an Authorized Dealer at a lower discount than what is agreed upon with the State in IFB Attachment A? The purpose of the discount would be to provide the Authorized Dealer with administrative expense revenue to service the State.	Yes.
197	Pre-bid conference call - Reporting Spend and IFB Attachment A	<p>As a vendor held contract, we can report our spend based on our pricing submitted on IFB Attachment A. However, there is a separate quote by the Authorized Dealer for delivery and installation into the agency. The Vendor is unable to report the Authorized Dealer spend as the that is added onto the quote at time of purchase order.</p> <p>How should we handle this with our dealers, who are also Vendors for the State of North Carolina, and will be interacting with the Vendor Portal on our behalf?</p>	Reporting should be submitted Quarterly, by each Authorized Dealer, to include all applicable reporting data points.

Question #	Document Section	Vendor Question	State's Response
198	Attachment I - Specifications to Furniture. - Flammability Compliance	ASTM D3597-02 has been retired by ASTM , replaced with ASTM D5034-21. All of our textiles meet ACT Standards. All of our textiles pass NFPA 260, and CAL 117TB. Will the State accept these current tests? Do the actual test results for each fabric need to be sent in with the final bid?	Please see Question #23. The test results do not need to be sent in with final bid but may be asked for at a later date.
199	Out-of-Stock and Back Orders	If an item is out of stock or on back order, but the Vendor has placed an order that is being fulfilled, will the Buyer still be able to cancel an order in its entirety without penalty or charge?	Yes.
200	Digital Signatures	Our officer does not have a digital signature. Will you accept a form that has been printed, signed, dated, and uploaded as a .pdf for this bid.	Yes.
201	Section 3.4.2	Do we/ our products need to be ANSI/BIFMA certified in order to even be qualified for this contract? Please clarify if we can move forward with this bid without having that certification. We are located in Upstate NY and not North Carolina so method #1 will not pertain to us (from my understanding).	Yes, please see Method #2 Under Section 3.4 Bid Qualifications.
202	General	We have a retail store in North Carolina. Is this considered residency, or do we have to have HQ in North Carolina? Could you provide examples of residency?	No. Section 3.4.1.d. The Vendor (1) has paid unemployment taxes or income taxes in North Carolina and whose principal place of business (i.e., the headquarters from which the business of the Vendor is directed or managed) is located in this State, or (2) the product(s) bid by the Vendor are manufactured or produced in North Carolina. Unless demonstrably incorrect, information available on the North Carolina Secretary of State's business entity database will be used to determine Vendor's principal place of business.
203	Section 4.18 References	For customer references, is it preferred to have references from direct end users or other purchasing contracts such as Omnia, other state contracts, GSA, etc?	Any references that maintain the requirement of this section, offering the exact product series being offered to the State.
204	General	The bid mentioned that will be fee posted in Ariba. What are the fees? Can you provide more information?	Yes, there is a fee, please refer to Section 2.2 E-PROCUREMENT FEE.
205	General	How we will be notified of these fees?	Please refer to Section 2.2 E-PROCUREMENT FEE.

Question #	Document Section	Vendor Question	State's Response
206	General	Where can I find this addendum?	All addendums are posted in Section 3 Solicitation Document and Details of the Ariba Sourcing Event and posted publicly on eVP.
207	General	May we use Non-OPL/BIFMA as a method of award for the DPC-926634448-BAJ-Furniture-All Types bid as used in the previous bids: 20140059 and 201800242?	No.
208	General	If we use a GSA contract option with a limited selection of product, can we add balance of line open market product, not on GSA to NC State as well?	No.
209	General	If we use the ANSI/BIFMA option, does every model number in the categories have to be ANSI/BIFMA certified? Can we use both options together to get all our models into one category?	Yes, unless the category does not have ANSI/BIFMA standard requirement.
210	General	We keep getting the automated emails saying there are new addendums, but when we log into the Ariba site the most recent one we can see is Addendum 7. according to the eVP site, there should also be 8,9,10,11,12. could you possibly post them on the eVP site too if they aren't loading into Ariba?	See Information Section on Page 1. All addendums are posted in Section 3 Solicitation Document and Details of the Ariba Sourcing Event and posted publicly on eVP.
211	Section 4.17	HUB Participation/Attachment D form – HUB Supplemental Vendor Information. Is this a mandatory requirement?	Yes, this is required to be completed.
212	3.1 Method of Award – Attachment A Pricing Submittal Workbook	The prior bid offered a 3 rd Method of Award, Qualification by Compliance with the North Carolina's Furniture Specifications. Could you add this Method of Award on this bid?	No.
213	Method #2 - 3.4.2 Qualification by ANSI/BIFMA Standards	In order to submit a qualified bid under Method #2 (ANSI/BIFMA), a Vendor shall submit with its bid sufficient documentation demonstrating that it is ANSI/BIFMA certified for the category(ies) being bid. By "sufficient documentation" do you mean test reports for every product offered in the category(ies) or are there other types of documentation you will accept?	See Section 3.4.2 for Method #2 submission requirements.

Question #	Document Section	Vendor Question	State's Response
214	Method #2 - 3.4.2 Qualification by ANSI/BIFMA Standards	<p>In order to submit a qualified bid under Method #2 (ANSI/BIFMA), a Vendor shall submit with its bid sufficient documentation demonstrating that it is ANSI/BIFMA certified for the category(ies) being bid</p> <p>Are you seeking products specifically listed in the BIFMA Compliant registry?</p>	Yes, we are seeking products that are BIFMA Compliant under Method #2.
215	General – Pricing	Because you could be limited to product available on a GSA contract, would you consider a vendor that has a GSA contract, GSA discounts, but based on the vendor's most current price list with all products available?	<p>Vendor must be qualified based on Method #1 or Method #2.</p> <p>Pricing must be based on the intended MSRP Price list only and represent the full available catalog associated with the intended solicitation categories.</p>
216	Section 4.15 Descriptive Literature	<p>Can someone please clarify the requirement of Descriptive Literature? The bid document states in Section 4.15 "DESCRIPTIVE LITERATURE. Vendor shall submit ... vendor link for all types of furniture products being offered, in the designated area of ATTACHEMENT A: PRICING SUBMITTAL WORKBOOK". This reads that the requirement of Descriptive Literature is fulfilled by uploading ATTACHEMENT A: PRICING SUBMITTAL WORKBOOK. However, we are required to upload a document in section 6.15 of the Vendor Response (which is Descriptive Literature), and the Pricing Submittal Workbook would already be submitted in a separate section of the bid. Are we supposed to upload the Pricing Submittal Workbook again? Should I submit pages from our product catalog that contain the descriptive literature of the items included in the pricing submittal workbook? Will the response type change to a text box and I can input our website link to view our products and descriptive literature?</p>	The vendor shall include in Attachment A, a URL link to all the furniture products being offered in each category under the WEBSITE cell provided.
217		<p>Would it be possible to move the solicitation due date out? The largest furniture manufacture show is June 9-11. So most will be attending, from June 7-12.</p> <p>For smaller manufacturers, most the teams will be attending this event. For any last minute addendums that are possible, it would be hard for all to respond.</p>	See Section 1, Modification #6.
218	General	Outdoor Furniture Ansi Bifma doesn't have a test for this. Will this be excluded from requirements?	Please see question # 166.

Check **ONLY ONE** of the following options and return one (1) properly executed copy of this Addendum prior to the Solicitation opening time and date.

- A response was submitted prior to this Addendum. An updated response has been submitted to address the changes resulting from this Addendum.
- A response was submitted prior to this Addendum. **NO CHANGES have resulted** from this Addendum.
- A response was **not** submitted prior to this Addendum. **ANY CHANGES resulting** from this Addendum are included in our response.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

Vendor Name:	
Authorized Signature:	
Name & Title:	
Date:	