

Solicitation Addendum

Issuing Agency:	Division of Purchase & Contract
Solicitation Number:	DPC-998991039-BJ
Solicitation Description:	Household Appliances and Kitchen Equipment
Solicitation Opening Date and Time:	August 26, 2024 @2:00 PM ET
Addendum Number:	1
Addendum Date:	August 14, 2024
Purchasing Agent:	Bahaa Jizi

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

1. The Solicitation is hereby modified as follows:

Modification #	Solicitation Section	Current Solicitation Language	Updated Solicitation Language
1	4.18 Descriptive Literature	Vendor shall submit with the bid, vendor link to all furniture products being offered, in the designated area of ATTACHMENT A: PRICING SUBMITTAL WORKBOOK.	Vendor shall submit with the bid, vendor link to all Household Appliances and Kitchen Equipment products being offered, in the designated area of ATTACHMENT A: PRICING SUBMITTAL WORKBOOK.

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

Question #	Document Section	Vendor Question	State's Response
1	General	Will the state move forward if they just receive quotes on the commercial kitchen equipment?	Yes. Refer to Section 3.1 Method of Award.
2	General	As a vendor can we charge a credit card processing fee if a P card is used to pay for the item?	No
3	Section 4.18 DESCRIPTIVE LITERATURE	Currently 4.18 refers to furniture and not equipment. There could possibly be thousands of pages. Can we just provide a generic cut sheet for each item and not one for each possible item?	Corrected. See Section 1, Modification #1. Vendors shall provide the manufacturer's link to all Household Appliances and Kitchen Equipment for the manufacturer's product being offered.

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4	Section 4.12 DEFECTIVE PRODUCTS	If it is just a general fix like changing out a component is that acceptable? It is not uncommon for a motor or a component to need to be replaced.	No. Purchasing Entities are at liberty to determine acceptance of any "general fix" for defective items, in lieu of the replacement requirement. All defective equipment/components must be Original Equipment Manufacturer (OEM), no used or refurbished.
5	Section 4.1 PRICING	Is the state wanting the pricing for all items from a particular manufacture or just the percentage of discount off of MSRP? This could be hundreds of items in each category group.	Please refer to Section 3.1, highest percentage discount offered off the most recently published Manufacturer Standard Retail Price (MSRP) List. Vendors may provide MSRP discount per category, as provided in Attachment A: Pricing Form. The percentage off discount will be applied to ALL items of the category offered MSRP.
6	Section 6.7 QUALITY ACCEPTANCE INSPECTION	On 6.7 it says that the items are to be inspected upon delivery and on 6.8 it is in bold invoices may not be paid until an inspection has occurred and the goods accepted. Can it be made known to the agencies that there are some time restrictions for inspections?	6.7 indicates "upon delivery". Agencies are aware that all equipment must be inspected upon delivery.
7	Section 4.20 REFERENCES	Can this be a general reference? We have been a vendor to the state for almost 80 years and have been involved in sourcing contracts for almost 20 years	References must meet the criteria provided for. Vendors can provide three (3) different State Agency references.
8	General Pricing	Can the Kitchen Equipment (Discounts) Information be changed to how it read the last time Vendor / Manufacturer / Discount of MSRP? This also could be hundreds of pages and we provide the catalog as requested after the award?	No. Post-Award this information is provided as a synopsis of award pricing.
9	General Attachments	Can you identify where attachments A, D, E,F,G are located along with the certification.	All these attachments are in the Sourcing Tool Event under Section 6- Vendor Response. Please click References under each Section and download the Attachment. Contact North Carolina eProcurement Help Desk at 888-211-7440, Option 2 for Questions or issues related to using the Sourcing Tool.

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10	Section 2.9	In 2.9 you are asking for Alternate Bids, I know in STC165A we were able to put multiple manufactures under each category to allow for competition between brands.	Alternate Bids is utilized for submitting alternate bids for comparable goods that differ from the requested specifications. To submit for multiple manufacturers, Vendors can duplicate the relative Pricing Submittal Workbook Tab Lot A or Lot B and provide each tab per single manufacturer.
11	General Pricing	It is still my hopes that there will be an adjustment to the pricing discount page to have Vendor, Manufacture & Discount off MSRP.	See answer to question 8 above.
12	Section 4.1 Pricing	This section requires pricing to be provided as the highest discount % off MSRP List Price. It also asks for assembly and set-up as an additional line price for each item. Assembly and set-up are considered white glove delivery. Standard delivery is to a dock or door including liftgate delivery if needed. White glove delivery price can vary widely depending on weight, dimensions, geographical location of the facility, distance from the dock to kitchen, type of assembly, packaging debris removal, number of hallways, stairs, elevators, security/clearance measures for corrections, delivery hours and more. White glove delivery is not considered one general additional delivery cost, it's based on the scope of the delivery from the items mentioned above. Can this additional delivery requirement be provided on a customized quote and mutually agreed upon between vendor and purchasing entity?	Refer to Section 4.8 INSTALLATION AND SET-UP (IF REQUIRED). Any additional delivery requirement identified as White glove delivery shall be mutually agreed upon between the Vendor and the Purchasing Entity in advance and the charge shall be listed as a separate line item on the purchase order and invoice
13	Section 4.6 Delivery	Equipment that includes prison package, and/or specific accessories is typically built to order and lead times can go beyond 30 days. If lead time is beyond 30 days, can this be noted on a custom quote and agreed upon with the purchasing entity?	The vendor must notify the Correctional Institute if the delivery lead time for any equipment exceeds the required thirty (30) calendar days, with the specified delivery lead time. Lead times that extend the thirty (30) calendar days must be tracked and reported in Section 6.5.5 with notation for any Correctional deliveries.

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14	Section 4.6 Delivery	Most of time, this type of equipment is also shipped by manufacturer drop ship. Should this be stated at the time of the custom quote?	Refer to Section 4.6 DELIVERY: Drop shipment is not allowed without prior approval from the Purchasing Entity. If agreed upon in advance, it must be stated at the time of the custom quote.
15	Attachment A: Lot B	For each manufacturer discount percentage, do we provide one sheet with all the categories that manufacturer offers?	Yes, one (1) sheet per manufacturer.
16	Attachment A: Lot B	For Catalog ID, can a spreadsheet be provided with list of model numbers? More than one model applies per manufacturer category.	Yes. Any additional supporting documentation will need to be Zip Filed and attached in Ariba Content Section 6.10 Additional Documentation.
17	Attachment A: Lot B	<p>The items below are specific to the manufacturer brand and category. Can these be noted on a column on the spreadsheet?</p> <ul style="list-style-type: none"> • ATTACHMENTS & ACCESSORIES (percentage discount matches Mfr. Disc %) • Estimated Delivery ARO • Guaranteed Delivery ARO • UL Certified • NSF Certified 	Yes, complete the items below for each manufacturer offered.
18	Contracts Grants Loans and Cooperative Agreements: Does Form LLL	Contracts Grants Loans and Cooperative Agreements: Does Form LLL need to be filled out if it does not apply? If so, what sections need to be filled out?	<p>Yes, Certification for Contracts Grants Loans and Cooperative Agreements must be filled and returned with the bid under Section 6.6 in the Sourcing Tool.</p> <p>All applicable sections need to be filled out. If not applicable, please indicate NA.</p>
19	Reference 1.0	<p>Will this be a multiple award contract?</p> <p>Does a vendor have to bid on all categories in each lot?</p> <p>Would the government consider a single award separate contract for a specific brand, similar to having a GSA schedule but at state level?</p>	<p>Yes.</p> <p>No.</p> <p>Award will be made for highest % off MSRP as a single award for a specific brand, per category. Multiple awards will be provided per MSRP/Category.</p> <p>Refer to Section 3.1 METHOD OF AWARD.</p>

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20	Section 1.2 Estimated Spend	<p>Under Statewide Contracts 045A and 165A: all three previous vendors are not HUB/small and one is listed as out of state in EVP.</p> <p>How many HUB/small zone businesses participated in those competitions?</p> <p>Bid Number 201900593 resulted in 045A, Bid number 201900667 resulted in 165A</p> <p>How many vendors competed in total for 045A?</p> <p>How many vendors competed in total for 165A?</p> <p>How many orders were placed under Statewide Term Contract 165A – Kitchen Equipment & Accessories per year?</p> <p>What was the average order dollar value under Statewide Term Contract 165A – Kitchen Equipment & Accessories per year?</p> <p>How many orders were placed under Statewide Term Contract 045A – Household Appliances per year?</p> <p>What was the average order dollar value under Term Contract 045A – Household Appliances per year?</p>	<p>None</p> <p>One (1) response</p> <p>Three (3) responses</p> <p>2,572 orders</p> <p>It varies from \$650-\$15,000 depending on the product purchased.</p> <p>1,219 orders</p> <p>It varies from \$350-\$1700 depending on the product purchased.</p>

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21	Section 2.9	<p>We have a new product line we'd like to offer to the government; can we create an alternate bid that shows multiple models, pricing, etc?</p> <p>Can our alternate bid use a different spreadsheet format?</p> <p>Can our alternate bid look like the GE one from contract 045A and be considered as responsive?</p>	<p>Vendors do not need to submit an alternate bid. Vendors may propose multiple manufacturers within each category listed in Attachment A. If needed, make additional copies of either Lot A or Lot B to include all manufacturing lines offered for each category.</p> <p>For example, if you are offering Vulcan as a manufacturer, make a copy of Lot B and indicate the highest percentage discount off the Vulcan MSRP list for the applicable categories.</p> <p>No, vendors must use Attachment A.</p> <p>See Response to Question #10.</p>
22	Section 3.1	<p>The government states that: "awards will be based on the responsive bids(s) to provide the estimated requirements as to breadth of items in each category offered, highest percentage discount offered off the most recently published [MSRP] List, quantity, quality, delivery, service, and/or geographical coverage, to include any required verifications set out herein such as but not limited to past performance, references, and financial documents."</p> <p>Is this a 'lowest price technically acceptable' evaluation method or a 'best value' method?</p> <p>Is any of the evaluation criteria weighted differently?</p> <p>If yes, what criteria is the most important to the government?</p>	<p>This is lowest price evaluation method. Best Value method is only available on Requests for Proposals, using a narrative evaluation approach.</p> <p>No.</p> <p>Not Applicable.</p>
23	Section 3.3	Will alternate bids that have different formatting from Attachment A be considered responsive?	No.

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24	Section 4.1	<p>We would like to offer a product line / brand that is new from what the previous contracts were awarded to. How does the government determine MSRP?</p> <p>Can the vendor provide the MSRP from the manufacturer?</p> <p>(related to 3.1) Can attachment A have us add new rows per type?</p> <p>Is attachment A needed if there is an alternate provided like from GE one from contract 045A?</p>	<p>Section 4.18 provides for a vendor link to be provided for MSRP published price list, with the space for MSRP link located in Attachment A.</p> <p>Yes.</p> <p>No.</p> <p>Yes.</p>
25	Section 4.8	Does the government have an estimation for what types are needed for installation and set up? Or are these all determined at order level from the local agency?	No, this will be determined by the Purchasing Entity.
26	Section 6.3	Can the government provide a link to the previous electronic catalogs? If not, is there an alternative method authorized, (such as a vendor provided website? Or a PDF catalog from the vendor?)	STC 045A Pricing Information.xls STC 165A Pricing Information.xlsx
27	General Pricing?	Would it be acceptable if the state decides to stay with product ID on the pricing sheet that we provide the top 25-50 SKUs in each category and say see attached and attached a spread sheet?	No.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME

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