

Solicitation Addendum

Issuing Agency:	Division of Purchase & Contract
Solicitation Number:	DPC-1016238921-MT (DOC1016238921)
Solicitation Description:	Basic Laboratory Supplies & Equipment
Bid Opening Date & Time:	June 18, 2024 @ 2:00 PM ET
Addendum Number:	04
Addendum Date:	June 6, 2024
Procurement Lead:	Melinda Tomlinson

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

Information

Due to the number of addenda, please see the list of appropriate actions for addenda 1-4 below.

<u>Addenda #</u>	<u>Purpose</u>	<u>Requirement Indicator</u>
1	Pre-bid conference presentation	Not required to be returned.
2	State's response to vendor questions	Required to be signed and returned.
3	Re-opening of question period	Not required to be returned.
4	State's response to vendor questions	Required to be signed and returned.

1. The Solicitation is hereby modified as follows:

Modification #	Solicitation Section	Current Solicitation Language			Updated Solicitation Language		
1	2.4 IFB Schedule/Addendum #2	Event	Responsibility	Date and Time	Event	Responsibility	Date and Time
		Submit Bids	Vendor	June 12, 2024 @ 2:00 PM ET Microsoft Teams Join the meeting now Meeting ID: 286 640 002 041 Passcode: D7cuYj Dial-in by phone +1 984-204-1487,,590232188# Phone conference ID: 590 232 188#	Submit Bids	Vendor	June 18, 2024 @ 2:00 PM ET Microsoft Teams Join the meeting now Meeting ID: 286 640 002 041 Passcode: D7cuYj Dial-in by phone +1 984-204-1487,,590232188# Phone conference ID: 590 232 188#

Modification #	Solicitation Section	Current Solicitation Language				Updated Solicitation Language			
		Intended Contract Award	State	TBD		Intended Contract Award	State	TBD	
2	3.1 Method of Award/Addendum #2	Vendors shall provide a full catalog with proposed contract pricing for a minimum of 280 (90%) Basic Laboratory Supplies and Equipment items on the defined market basket.				Vendors shall provide a full catalog with proposed contract pricing for a minimum of 280 (90%) Basic Laboratory Supplies and Equipment items on the defined market basket. The State is requesting vendors to provide a comprehensive discount schedule for all categories to include the minimum discount for each category.			
3	Att. A Pricing Workbook	<u>DPC-1016238945-MT - Lab Supplies & Equip - Revised Pricing Workbook 6.6.24</u> Revisions: <div><div>1.</div><div>A new tab (<i>Vendor Defined Categories</i>) has been added to the pricing workbook.</div></div> <div><div>2.</div><div>A new column (<i>Vendor Defined Category</i>) has been added to the market basket.</div></div> <div><div>3.</div><div><i>Discount % Off List Price</i> column has been added back to the market basket.</div></div> <div><div>4.</div><div>Formulas have been updated to reflect the revised market basket.</div></div> <div><div>5.</div><div>Instructions tab has been updated.</div></div> <div><div></div><div>VENDORS MUST SUBMIT PRICING ON THE REVISED PRICING FORM DATED <u>6.6.2024</u> TO BE CONSIDERED. ALL PREVIOUS VERSIONS HAVE BEEN WITHDRAWN.</div></div> <div><div></div><div>FAILURE TO SUBMIT OFFERS ON THE CORRECT FORM SHALL BE SUBJECT TO REJECTION.</div></div>							

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 Workbook	<p>In the Attachment A : IFB pricing workbook, you have ONE minimum discount % off list price that calculates the final contract price. There is not a place to enter an actual final price to the State or a place to offer a line by line discount for each item.</p> <p>Having one minimum discount % off list severely restricts the ability to offer different better pricing across the wide spectrum of manufacturers and products that is represented by 311 items.</p> <p>For example, for some products we may be able to offer a 5% discount, and others we can offer a 50% discount. Given the structure of this worksheet, we'd only be able to enter 5% and the State would lose out on any discounts above the 5%. Also List Prices may vary across bidders, so a 10% off one bidder's list could be equivalent to a 20% discount off a different bidder's list price. It would not allow for accurate comparison between participating bidders.</p> <p>Without a change in the worksheet, it would result in a bid that does not reflect bidder's ultimate intended prices to the state.</p>	See modification #3.

Question #	Document Section	Vendor Question	State's Response
2	Attachment A: Pricing Workbook	<p>Upon reviewing the new pricing workbook, the state has consolidated the discount from list on the market basket to a single discount versus the prior published workbook where a discount from list could be applied to each market basket item.</p> <p>Due to the varying types of commodities on this RFP, our ability to provide a blanket discount is limited and would not represent the best value to the state in the form of contracted price on the market basket items. To present the best value to the state, we would like to provide a discount from list that is unique to each item in the market basket and append, separately, our offered discount schedule for our full line catalog.</p> <p>On the existing file, can a methodology be recommended to achieve this given that column L is protected in the workbook and cannot be modified?</p>	See modification #3.
3	Attachment A: Pricing Workbook	For the minimum discount requested on the workbook cell F13, does the state assume that discount will apply to not only the 311 market basket items but also to ALL 3 M part numbers in our catalog?	See modification #3.
4	4.1 Pricing	We frequently process orders for the State from third party suppliers as an accommodation. How can we note any exclusions/exceptions from the minimum discount offered? May we include them as a separate document in the Additional Documentation section of the Bid?	Yes. Additional documentation may be uploaded to section 6.12 in the Sourcing Event.

Question #	Document Section	Vendor Question	State's Response
5	Overall Solicitation	<p>Where do we upload the signed Addendum 2? I cannot find a location for that in the Ariba portal.</p> <p>If we have multiple files that we need to attach for the submission as additional information, how do we submit that? The portal only allows for one file.</p>	Addenda can be uploaded to section 6.11 in the Sourcing Event.
6	Section 4.25 Secretary of State Registration	<p>Section 4.25 Secretary of State Registration ask us to upload a Certificate of Authority into section 6.16 of the Ariba portal. There is no 6.16 of the ARiba portal.</p> <p>Where do we put it?</p>	Vendors may upload the Certificate of Authority to section 6.10 of the Sourcing Event.
7	Attachment A: Pricing Workbook	On the price workbook, there is a column for a website link for alternative items. Does NC want the link to the manufacturer's website or the vendor who is submitting the proposals website?	Vendors may provide the manufacturer's web link or the vendor's web link for alternative items.

Question #	Document Section	Vendor Question	State's Response
8		Can you confirm if the same market basket Minimum % discount from list price will also be applied to the full catalog pricing file? We offer both consumables and capital equipment from various manufacturers so their discount structures are drastically different by the product line. Ex. A liquid handling robot is going to have a single digit discount while the tips that are used on it can have double digit discounts from list. We want to offer the State the best value on these product lines but do not want to be penalized if offering the capital equipment with a lower discount (even if that discount is saving tens of thousands of dollars from list). See the State's answers on Question # 7 that the minimum discount is just for the market basket but on Questions #9 the State answers they are asking for 1 minimum discount while question #10's answer is "provide the minimum percentage discount offered off its full catalog"	See modification #3.
9	3.1 Method of Award	The State has communicated that their intent will be multiple awardees on the contract. Can you confirm if there are more than 3 vendors that are deemed responsible bidders with complete packages does the State intend to increase the # of vendors on the STC from the 3 current awardees?	The award decision will be made based on an evaluation and determination of what is in the best interest of the state. Additional details will be available in the award recommendation memo, which can be obtained through a public records request.
10	Overall Solicitation	Does the State provide additional weight & intend to have at least 1 State of NC HUB vendor or Diverse supplier on the STC that meets the bid requirements?	Please see IFB section 4.17 HUB Participation for the State's policy regarding HUB vendors.

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:	