



## Request for Proposal Amendment 2

Solicitation Number	031120-208-78002-04/15/20
Date Printed	03/23/20
Date Issued	03/23/20
Procurement Officer	Jeff O'Dell
Phone	(843) 574-6205
E-mail Address	Jeff.odell@tridenttech.edu

DESCRIPTION: Integrated Planning and Advising Services (IPAS) System

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY (Opening Date/Time): **04/15/20 @ 2:00 PM EDT**      See "Deadline For Submission Of Offer" provision

QUESTIONS MUST BE RECEIVED BY: **03/31/20 @ 10:00 AM EDT**      See "Questions From Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **1 original & 7 printed copies, 1 redacted printed copy, 1 electronic copy on CD or flash drive, and 1 redacted electronic copy on CD or flash drive. CLEARLY MARK YOUR REDACTED COPY "REDACTED COPY" Initial here if NO redacted copy is necessary**

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

**MAILING ADDRESS:**  
Trident Technical College  
Procurement Office  
PO Box 118067  
Charleston, SC 29423  
**Fax: 843 574-6395**

**PHYSICAL ADDRESS**  
Trident Technical College  
Procurement Office  
Building 940, Suite G, Room 110  
2050 Mabeline Rd. N. Chas SC 29406  
**See "Submitting Your Offer" provision**

ALL MAIL IS PICKED UP FROM THE US POSTAL SERVICE ONCE DAILY AT AROUND 8:00 A.M. (EXCLUDING WEEKENDS AND HOLIDAYS).

<b>CONFERENCE TYPE: CANCELLED</b> <b>DATE &amp; TIME: CANCELLED</b> <b>As appropriate, see "Conferences - Pre-Bid/Proposal" &amp; "Site Visit" provisions</b>		<b>LOCATION:</b> <b>Dial: CANCELLED</b> <b>PIN: CANCELLED</b>
<b>AWARD &amp; AMENDMENTS</b>	Award will be posted at the Physical Address stated above on <b>07/02/20</b> . The award, this solicitation, and any amendments will be posted at the following web address: <a href="http://www.tridenttech.edu/about/departments/proc/ttc_solic.htm">http://www.tridenttech.edu/about/departments/proc/ttc_solic.htm</a>	
You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of one hundred twenty (120) calendar days after the Opening Date.		
<b>NAME OF OFFEROR</b> (Full legal name of business submitting the offer)	<b>OFFEROR'S TYPE OF ENTITY:</b> (Check one)	
<b>AUTHORIZED SIGNATURE</b>  (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local)	
	<input type="checkbox"/> Other (See "Signing Your Offer" provision.)	
<b>TITLE</b> (Business title of person signing above)		
<b>PRINTED NAME</b> (Printed name of person signing above)	<b>DATE SIGNED</b>	
Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, <i>i.e.</i> , a separate corporation, partnership, sole proprietorship, etc.		
<b>STATE OF INCORPORATION</b> (If Offeror is a corporation, identify the state of Incorporation.)		
<b>TAXPAYER IDENTIFICATION NO.</b>  (See "Taxpayer Identification Number" provision)		

**PAGE TWO**  
**(Return Page Two with Your Offer)**

<p><b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)</p>          	<p><b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p>   <hr/> <p>Address</p>  <hr/> <p>Area Code – Number – Extension                      Facsimile</p>  <hr/> <p>E-mail Address</p>
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<p><b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)</p>          <p>___ Payment Address same as Notice Address <b>(check only one)</b></p> <p>___ Payment Address same as Home Office Address</p>	<p><b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)</p>          <p>___ Order Address same as Home Office Address</p> <p>___ Order Address same as Notice Address <b>(check only one)</b></p>
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<p><b>ACKNOWLEDGMENT OF AMENDMENTS</b> Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)</p>							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<p><b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)</p>	<p>10 Calendar Days (%)</p>	<p>20 Calendar Days (%)</p>	<p>30 Calendar Days (%)</p>	<p>___ Calendar Days (%)</p>
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Bidders shall acknowledge receipt of this Amendment prior to date and time specified in the solicitation, or as amended, by one of the following methods: (1) by signing and returning the Amendment, (2) by letter, or (3) by submitting a bid that indicates in some way that the bidder received the amendment. Failure of your acknowledgement to be received at the issuing office prior to date and time specified may result in rejection of your offer. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided such telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

**The college will not accept faxed and emailed amendments.**

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE "STATE'S RESPONSE" SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE "STATE'S RESPONSE" DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED.

Except as provided herein all terms and conditions of the document referenced as heretofore changed remain unchanged and in full force and effect.

Solicitation No. 031120-208-78002-04/15/20

The Submit Questions By Deadline has been extended to: **03/31/20 10:00 AM DST**

Potential Offerors are strongly encouraged to thoroughly read the solicitation/specifications and submit any questions by the stated Deadline for Questions, **Tuesday March 31, 2020 10:00 AM DST**. As the College is physically closed until after April 26, 2020, all Questions must be submitted either by fax or email. The fax number and/or email address to send Questions to are:

Fax: 843 574-6395

Email: [Procurement.Questions@tridenttech.edu](mailto:Procurement.Questions@tridenttech.edu)

Please include the following in your email/fax Subject Line:

Questions: Integrated Planning and Advising Services (IPAS) System, No. 031120-208-78002-04/15/20

**End of Amendment 2**