



**Request for Quotation  
Amendment # 3**

Solicitation Number 010820-962-48505-01/17/20  
 Date Printed 01/22/20  
 Date Issued 01/22/20  
 Procurement Officer Robert E Tyner  
 Phone 843-574-6279  
 E-mail Address [Robert.tyner@tridenttech.edu](mailto:Robert.tyner@tridenttech.edu)

DESCRIPTION: **UBMS Spring Tour 2020**

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

SUBMIT OFFER BY (Opening Date/Time): **01/29/20 @ 2:00PM EDT** See "Deadline For Submission Of Offer" provision  
 QUESTIONS MUST BE RECEIVED BY: **Deadline has passed** See "Questions From Offerors" provision  
 NUMBER OF COPIES TO BE SUBMITTED: **1**

SUBMIT YOUR 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).

CONFERENCE TYPE: <b>N/A</b> DATE & TIME:	LOCATION: <b>N/A</b>
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AWARD & AMENDMENTS	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> .
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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 thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR (Full legal name of business submitting the offer)		OFFEROR'S TYPE OF ENTITY: (Check one)  <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.)
AUTHORIZED SIGNATURE  (Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)		
TITLE (Business title of person signing above)		
PRINTED NAME (Printed name of person signing above)	DATE SIGNED	

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.e., a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION  (If Offeror is a corporation, identify the state of Incorporation.)
TAXPAYER IDENTIFICATION NO.  (See "Taxpayer Identification Number" provision)

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(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><input type="checkbox"/> Payment Address same as Notice Address (<b>check only one</b>)</p> <p><input type="checkbox"/> 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><input type="checkbox"/> Order Address same as Home Office Address</p> <p><input type="checkbox"/> Order Address same as Notice Address (<b>check only one</b>)</p>
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**ACKNOWLEDGMENT OF AMENDMENTS**  
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date						

<p align="center"><b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)</p>	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

In-State Office Address same as Home Office Address

In-State Office Address same as Notice Address (**check only one**)

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 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.

**The college will accept faxed amendments.**

RFQ#: **010820-962-48505-01/17/20**

Title: **UBMS Spring Tour 2020**

Is hereby amended as follows:

**Changes not related to questions:**

~~SUBMIT OFFER BY (Opening Date/Time): 01/22/20 @ 2:00 PM EDT~~

**SUBMIT OFFER BY (Opening Date/Time): 01/29/2020 @ 2:00 PM EDT**

**Changes related to questions:**

The solicitation is modified as follows:

Page 15, Section III. Scope Of Work/Specifications, paragraph 2, add the following:

Add the following:

A tour manager shall be responsible for organizing, planning and conducting all travel, accommodations, restaurants and food stops, scheduled tours and venues for the trip and the tour group included in this solicitation. The tour manager shall facilitate transactions and communications between vendors, colleges, etc. for all venues and attractions along the way. Tour manager shall ensure that the transition runs smoothly from venue to venue, appropriately handling any issues that may arise. Tour manager shall also manage the schedules of the travel group to insure timely arrival and quality of service is delivered. Tour manager shall be on hand to handle any logistical issues that may arise throughout the course of the trip. Tour manager shall also be capable of providing a tour of venues that list a self-guided option in the event that said venue does not have a tour guide available. Printed Information regarding said venue and

its services should be made available to the group. For Example, Admissions information for colleges, campus maps or historical background information for cultural excursions, i.e. museums or monuments, or national parks. The Tour manager shall communicate directly with the designated group leader(s) regarding daily schedules, activity expectations or any expected changes that may occur that could impact the quality of the experience. It is also the expectation that the tour manager shall consider the age of the tour group and insure and safety at all venues and activity sites.

Q-1: The Colleges tours you requested do not have tour times available on the dates/times you requested. How would you like to proceed?

A-1: State's Response: Change. The following tours have been reserved under the name of Trident Technical College:

- 02/14/20 9:30 AM USC College, School Guided Tour
- 02/14/20 3:00 PM Wofford, this will either be a school guided tour or a self-guided tour that the Tour Manager shall handle. The date and time has been confirmed with Wofford, just not the type of tour.
- 02/15/20 12:00 PM Clemson, School Guided Tour
- 02/17/20 1:00 PM Claflin University, this will either be a school guided tour or a self-guided tour that the Tour Manager shall handle. The date and time has been confirmed with Claflin, just not the type of tour.

If Wofford and/or Claflin are self-guided, the Tour Manager shall provide a tour of the school and provide printed information regarding the school and its services. Example, admissions information for colleges and campus maps.

Q-2: For the tour at Stumphouse Tunnel, from the point the students disembark, the motor coach to the tunnel is approximately a one-mile walk and the part opens at 10:00 a.m. There are not guided tours for the tunnel. Will this be an issue?

A-2: State's Response: No Change. TTC is aware of the long walk and this is acceptable to the staff and students. Per the park's website, the Tunnel is open to the public at 7:00 AM.

Q-3: Lexington Glass Works do not open on Sunday until 11:00 a.m. Due to late opening at Lexington Glass Works, the Biltmore House tour time needs to be adjusted to 2:00 p.m.

A-3: State's Response: No Change. That is fine. The times can be adjusted as needed.

Q-4: The Fall Park on the Reedy closes at 9:00 p.m. which only gives an hour at the park.

A-4: State's Response: No Change. That is fine.

Q-5: Magnolia Park Mall doesn't have a food court but does have several nice restaurants available.

A-5: State's Response: No Change. If there is not a food court available, a restaurant in the mall is fine.