



**Francis Marion University  
Request for Proposal  
Amendment #1**

Solicitation Number **RFP-2281**  
 Date Issued **09/15/2017**  
 Purchasing Officer **Paul MacDonald**  
 Phone **(843) 661-1161**  
 E-Mail Address **Pmacdonald@fmarion.edu**  
 Amendment Date **10/03/2017**

DESCRIPTION: **Provide Laundry Services for Francis Marion University**

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

SUBMIT OFFER BY (Opening Date/Time): **10/24/2017 at 2:00 PM EST** See "Deadline for Submission of Offer" provision

QUESTIONS MUST BE RECEIVED BY: **10/03/2017 at 2:00 PM EST** See "Questions from Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original in hard copy, one (1) electronic copy, three (3) copies in hard copy clearly marked "COPY", one (1) redacted copy in hard copy and one (1) redacted electronic copy. Financial Considerations must be submitted in one separate, sealed envelope.**

**SUBMIT YOUR OFFER TO ONE OF THE FOLLOWING ADDRESSES IN A SEALED PACKAGE.**

MAILING ADDRESS: <b>Francis Marion University Purchasing Office P.O. Box 100547 Florence, SC 29502-0547</b>	EXPRESS SHIPPING ADDRESS: <b>Francis Marion University Central Receiving 4822 E. Palmetto Street Florence, SC 29506</b>	HAND-DELIVERY: <b>Francis Marion University Purchasing Office (Room 102) Stokes Administration Building 4822 E. Palmetto Street Florence, SC 29506</b>
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CONFERENCE TYPE: **Pre-Proposal/Site Visit**  
 DATE & TIME: **10/02/2017 2:00 PM**  
 As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions

LOCATION: **Francis Marion University, Ervin Dining Hall (Main Laundromat), 4822 East Palmetto Street, Florence, SC 29506**

**AWARD & AMENDMENTS**

An **Intent to Award** will be posted at the Physical Address stated above on **or around 10/31/2017**. The award, this solicitation, and any amendments will be posted at the following web address: <http://www.fmarion.edu/procurement/solicitationsawards/>

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)

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)

- Sole Proprietorship
- Partnership
- Corporation (tax-exempt)
- Corporate entity (not tax-exempt)
- Government entity (federal, state, or local)
- Other \_\_\_\_\_

PRINTED NAME (Printed name of person signing above)

DATE SIGNED

(See "Signing Your Offer" provision.)

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)

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	Address
	Area Code - Number - Extension <span style="float: right;">Facsimile</span>
	E-mail Address

PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
___ Payment Address same as Home Office Address	___ Order Address same as Home Office Address
___ Payment Address same as Notice Address ( <b>check only one</b> )	___ Order Address same as Notice Address ( <b>check only one</b> )

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	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**Amendment 1**  
**RFP-2281 Provide Laundry Services for Francis Marion University**

**AMENDMENTS TO SOLICITATION**

- (a) The Solicitation may be amended at any time prior to opening.
- (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.
- (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

**Modifications**

The original solicitation has been modified to omit bullet point 1 - ~~Any washing machines that have developed soap film~~ from page 15 of Section III, Scope of Work/Specifications section 3.1.5, item D.

**Vendor:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_  
(Same signature as individual who signed cover page of the solicitation)

**Date:** \_\_\_\_\_

**END OF AMENDMENT 1**