



Amendment #1

Solicitation Number	RFQ-2387
Date Issued	04/22/2022
Purchasing Officer	Leslie Shupp
Phone	(843) 661-1161
E-Mail Address	leslie.shupp@fmarion.edu
Amendment Date	04/28/2022

DESCRIPTION: **Print and Deliver the FMU Academic Catalog 2022**

Francis Marion University is accepting quotes for a contractor to print and deliver FMU Academic Catalogs as described herein.

The following schedule is required to be completed by the offeror:

Please quote your lowest delivered price for the item(s) below. Francis Marion University reserves the right to reject any or all quotes and to waive any or all technicalities.

Notes:

- 1) Exclude Sales Tax in your bid prices.
- 2) Include freight/shipping. FOB Destination included to Florence, SC
- 3) The attached Terms and Conditions apply to all quotes and supersedes Offeror's Terms and Conditions.

Item	Quantity	Description	Unit Price	Total Price
1	1,250	Print and deliver University Academic Catalog – Perfect Bind Copies		
2	250	Print and deliver University Academic Catalog – Spiral Plastic Bind Copies		
3		Delivery/Shipping		
Total Price (excluding sales tax)				

Optional Costs

Optional costs will be used to adjust the cost for changes to specifications. All items marked must be filled out or bid may be rejected for being non-responsive.

- Cost per 500 additional quantities at pressrun \$ _____
- Cost per 500 additional quantities within 6 months after press run \$ _____

Cost per signature to: Add 8 page signature \$ _____ Delete 8 page signature \$ _____

Vendor's Best Delivery Date:	_____ Days After Receipt of Order
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Delivery/Performance Location – Specified Jan 2006: After award, all deliveries shall be made and all services provided to the following address, unless otherwise specified:

Francis Marion University
4822 E. Palmetto Street
Florence, SC 29506

Quote may be e-mailed to: **leslie.shupp@fmarion.edu** or faxed to **(843) 661-1165**

Quote must be received by: **May 2, 2022 at 2:00 PM EST**

This section must be completed by the Vendor:

Company Name:			
Authorized Signature:			
Authorized Signature (printed):			
Date:			
Address:			
City/State/Zip:			
Phone Number:		Fax Number:	
E-Mail:			
Federal ID Number:		SC Minority Cert. # (if applicable):	

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RFQ-2387 – Print and Deliver the FMU Academic Catalog 2022

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 following have been **added** or **changed/removed** or **emphasized**:

Change to Attachment 3, “State of South Carolina Printing Specification Sheet” (pg. 17) -

BINDING: Saddle Stitch Perfect Bind Side Staple 3 Hole Drill Collated
 Plastic Bind (Color) Wire Bind Other ~~300 spiral bind, black coil~~ **250**

Vendor Questions and Answers

Question 1	When looking at the bid, it says for the quantity, 1250 + 250. But, down below, it says in the binding section, to spiral bind 300. Should it be 250, or 300?
Answer	See Modifications above for the following: <ul style="list-style-type: none"> • Change to Attachment 3, “State of South Carolina Printing Specification Sheet” (pg. 17) - <p style="color: red;">The correct quantities are: 250 spiral bind, and 1,250 perfect bind for a total of 1,500 catalogs.</p>
Question 2	On Attachment 3, the Stock Text is listed as 40# paper, which is extremely light. Should we change that to 50#?
Answer	NO CHANGE - see the picture below. <p>STOCK: Text: <u>Quantum Opaque 40# white smooth text</u> Other: <input type="text"/> Cover: <u>10 pt. Cover (CIS with full bleeds)</u> Other: <u>Flat size for cover: 17" by 10.75" (to allow for spine)</u></p>
Question 3	When you say protective coating, do you want varnish, aqueous, UV, or laminate?
Answer	The University’s preference is that the protective coating referenced on Attachment 3, “State of South Carolina Printing Specification Sheet” for “Covers 1 & 4, 6 Color” be durable as these catalogs are handed out to students (and some faculty/staff) campus-wide. While presentation is important, durability is of the utmost priority with regards to this “protective coating,” and vendors shall use their best judgment.

Vendor: _____

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

Date: _____

END OF AMENDMENT 1