



THE SCHOOL BOARD OF MIAMI-DADE COUNTY, FLORIDA
SCHOOL BOARD ADMINISTRATION BUILDING
Procurement Management Services
1450 N.E. 2nd Avenue, Room 650
Miami, FL 33132

Direct All Inquiries To
Procurement Management Services

Buyer's Name: _____

PHONE: (305) 995-_____

Email: _____

TDD PHONE: (305) 995-2400

BID/RFP ADDENDUM

Date: _____

Addendum No. _____

BID/RFP No. _____ BID/RFP TITLE: _____

This addendum modifies the conditions of the above-referenced BID/RFP as follows:

All information, specifications terms, and conditions for the above-referenced BID/RFP, are included on the document posted on the Procurement Management website at <http://procurement.dadeschools.net>

The attached pages containing clarifications, additional information and requirements constitute an integral part of the referenced bid.

1. If your bid/proposal has not been submitted, substitute the pages marked REVISED and mail your entire bid/proposal package. **REMEMBER TO SIGN THE BIDDER QUALIFICATION FORM.**

OR

2. If your bid/proposal has been submitted, sign and return this addendum form with the revised pages by the time and date indicated on the Bidder Qualification Form. BY SIGNING THIS ADDENDUM, THE VENDOR AGREES TO THE TERMS AND CONDITIONS CONTAINED IN THE BIDDER QUALIFICATION FORM AND ALL RELATED BID DOCUMENTS.

I acknowledge receipt of Addendum Number _____

PLEASE NOTE: If your firm has forwarded a copy of this bid/proposal to another vendor, it is your responsibility to forward him/her a copy of this addendum.

(PLEASE TYPE OR PRINT BELOW)

LEGAL NAME OF BIDDER: _____

MAILING ADDRESS: _____

CITY, STATE ZIP CODE: _____

TELEPHONE NUMBER: _____ E-MAIL I.D. _____ FAX # _____

BY: SIGNATURE (Manual): _____
OF AUTHORIZED REPRESENTATIVE

NAME (Typed): _____ TITLE: _____
OF AUTHORIZED REPRESENTATIVE

Addendum #2 – ITB-15-024-MT, Audio, Visual & Misc. Equipment and Services.

The following are the questions received for the above-referenced ITB.

1. Will any extra discount be taken off the invoice once the contract has been awarded, for example will accounting take 2 % of the invoice if they are paying early ?

Answer: No.

2. Will there be a minimum quantity ordered at one time ? As per the contract the prices must include shipping and handling.

Answer: There will be no minimum order amount. Also, once a quote is submitted to the awarded vendors, vendors are expected to include shipping and handling.

3. Will letter of Authorizations be required per the manufacturer that is being bid? This has been requested in the past.

Answer: Yes.

4. Will the District consider Additional categories per manufacturer? This will allow the district to receive the best possible discount a vendor can offer. Some examples below.

- a. Infocus Collaboration Products
- b. Infocus Projectors
- c. Infocus Supplies

- a. NEC projectors,
- b. NEC Display,
- c. NEC Supplies

- a. Samsung Consumer
- b. Samsung Professional
- c. Samsung Supplies

Answer: Within Section 3.1.2 of this ITB, bidders may include additional value added services, including additional categories offered by the vendor. Bidders MUST remember that the District's main products are listed on the pricing proposal. All other brand and/or value added services will be in addition to the required items.

5. On Page 29 of 57, you call out “each bidder should also submit additional manufacturers that provide products or services that are within the scope of this ITB. Although this will not be used in the evaluation of this Bid, the district reserves the right to order these additional products or services at a later date, at its sole discretion.” Are bidders allowed to offer a % discount off of additional manufacturers not listed on the bid if they do not bid on any of the other manufacturers that are listed?

Answer: See the response provided for Question 4.

6. My question is regarding the discount on the items, for example item 52a(Epson) equipment. There are over 50 different models of Epson equipment, the profit margins are different on each model, it is difficult to provide a firm discount on such a large category. Will the procurement department be providing more specifics on the models of Epson equipment they are interested in ? I look forward to your response.

Answer: Once quotes are submitted to the awarded bidders, at that time, the specific model information will be provided. For the purposes of evaluation for this ITB, bidders MUST list their best discount offered for each category their respective company's provide.

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