



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
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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 for ITB15-038-MT, Printer Consumables:

The following language has been deleted in its entirety from this ITB:

Section 2.1.14 Warranty

The warranty, after product installation by the school or department, shall be for six (6) months on-site. The vendor is to ensure that product shipped to the district is within warranty, end-of warranty and install by requirements of the manufacturer. All warranty claims require a 24-hour response time. If product defect results in damage to District owned property, vendor will be responsible for repair, or replacement, if repairs cannot be made. Repairs must be completed within three days, or the vendor may be considered in default of the contract. A detailed description of all repair work shall be provided to the end user after the work is completed. When performing any work at a school site, service personnel must check in at the main office prior to commencement of work. If equipment cannot be repaired at the site, the vendor will provide shipping materials, shipping instructions, call tags and pay all shipping charges.

The following list addresses the questions received regarding the above-referenced solicitation:

1. Do we have to include with the proof of insurance with the bid or is that provided after if we are selected as a vendor?

Answer: Each Bidder MUST provide proof of a current certificate of insurance.

2. Regarding the Insurance requirements since our products are shipped by FEDEX or UPS to the schools, do we still need all the insurance requirements listed?

Answer: The following information represents the updated insurance requirements:

1.40 INSURANCE REQUIREMENTS

Prior to commencement of work under the agreement, the Bidder shall obtain and maintain without interruption the insurance as outlined below. The Bidder agrees to furnish a fully completed certificate of insurance naming The School Board of Miami-Dade County, Florida, as additional insured, signed by an authorized representative of the insurer providing such insurance coverages. The insurance coverages and limits shall meet, at a minimum, the following requirements:

A. Workers' Compensation/Employer's Liability Insurance.

Such insurance shall be no more restrictive than that provided by the Standard Workers' Compensation Policy, as filed for use in Florida by the National Board on Compensation Insurance, without restrictive endorsements. The minimum amount of coverage (inclusive of any amount provided by an umbrella or excess policy) shall be:

Part One: "Statutory"

Part Two: \$ 1,000,000 Each Accident

\$ 1,000,000 Disease - Policy Limit

\$ 1,000,000 Disease - Each Employee

B. General Liability Insurance

Such insurance shall be no more restrictive than that provided by the most recent version of standard Commercial General Liability Form (ISO Form CG 00 01) without any restrictive endorsements. The minimum limits (inclusive of amounts provided by an umbrella or excess policy) shall be:

\$ 2,000,000 General Aggregate

\$ 2,000,000 Products/Completed Operations Aggregate

\$ 1,000,000 Personal and Advertising Injury

\$ 1,000,000 Each Occurrence

Company shall name the Board as an additional insured on a form no more restrictive than the CG 20 10.

C. Automobile Liability Insurance

Such insurance shall be no more restrictive than that provided by Section II (Liability Coverage) of the most recent version of standard Business Auto Policy (ISO Form CA 00 01) without any restrictive endorsements, including coverage for liability contractually assumed, and shall cover all owned, non-owned, and hired autos used in connection with the performance of the Contract. The minimum limits (inclusive of any amounts provided by an umbrella or excess policy) shall be:

\$ 1,000,000 Each Occurrence - Bodily Injury and Property

The insurance provided by the Company shall apply on a primary basis. Any insurance, or self-insurance, maintained by the Board shall be in excess of, and shall not contribute with, the insurance provided by the Company.

Compliance with these insurance requirements shall not limit the liability of the Company. Any remedy provided to the Board by the insurance provided by the Board shall be in addition to and not in lieu of any other remedy (including, but not limited to, as an indemnitee of the Company) available to the Board under this Contract or otherwise.

Neither approval nor failure to disapprove insurance furnished by the Company shall relieve the Company from responsibility to provide insurance as required by this Contract.

M-DCPS and its members, officers, employees, and agent shall be named an additional insured on all liability coverages except Workers' Compensation Insurance.

3. Also regarding the 2.1.7 AWARD section regarding percentage of discount. Is there a standard list price we are going to work with on the compatibles & remanufactured?

Answer: Each Bidder MUST provide their most recent catalog, including the company discount provided for each item.

4. Also do you have a list of products that the schools purchase so we can use it to provide our pricing? Please clarify because we have more than 40,000 products when you take in consideration all the different printer toner models in all the categories listed.

Answer: Please see the response provided for Question #3.

5. I searched the website that you sent in the link and look for information about printing consumables and couldn't find past bids. How would I go about retaining that information?

Answer: Please use the following link: <http://procurement.dadeschools.net> . Here, please select Solicitations, non-construction, and select "Search." The expired bid number was 033-JJ12, Printer Consumables – OEM, Compatible and Remanufactured.

6. What are the specifications requirements for each toner?

Answer: Please see the response provided for Question #3.

7. Do all have to meet OEM yield and print quality?

Answer: Each Bidder MUST provide a response as noted within Section 3.0.

8. Besides ISO 9001, are ISO 19752 and ISO 19798 compliance required?

Answer: Each Bidder MUST provide a response as noted within Section 2.0.

9. Will they be running actual printing tests on the compatibles and remanufactured toners?

Answer: Each Bidder MUST provide cartridges as stated within Section 2.0. As stated within Section 2.1.3 Defective Cartridges, all defective cartridges MUST be replaced by the Bidder at

the Bidder's expense. Lastly, upon request by Procurement staff, a printer cartridge test may be requested of the Bidder, but is not a requirement to respond to this Bid.

10. Will the OEM standard ISO 19752 and ISO 19798 be used for testing yields?

Answer: Please review Section 2.1 of this ITB.

11. Are products required Intellectual Property clearance?

Answer: Please review Section 2.1 of this ITB.

12. Does the contract include empties collection and environmental sustainability program? If it doesn't, can we include that in our proposal.

Answer: Please review Section 2.1 of this ITB.

13. How is List Price determined? Retail MSRP suggested price?

Answer: As stated in Section 3.0, please provide the discount provided to each category offered by your company. In addition, as stated in Section 3.0, each Bidder MUST provide a recent catalog of items provided.

14. Can we provide a full technical / commercial presentation to the IT and Administrative team governing the bid that will include Management Printing Service Software?

Answer: No, that is not a requirement of this ITB.

15. On the parts and accessories. Should we limit it only to kits and fusers to the brands list?

Answer: Please review the requirements stated within Section 3.0.

16. Is the MSRP based on wholesale or retail value?

Answer: Please review the requirements stated within Section 3.0.

17. How come this list does not have Xerox included the same way it is in the compatibles?

Answer: Please review the requirements stated within Section 3.0 and respond with a responsive Bid.

18. Do we know what kind of labor they are requiring? Is it just fulfillment or does it include break and fix?

Answer: Please review the requirements stated within Section 2.0 of this ITB.