

OFFICE OF PROCUREMENT
REQUEST FOR BID TITLE: PERSONAL PROTECTIVE EQUIPMENT
RFB NUMBER: E521-006
RFB OPENING DATE: SEPTEMBER 25, 2020 @ 3:00 PM



ADDENDUM #1
Issued: September 18, 2020

ADDENDUM FOR THE PURPOSE OF:

- To provide the attached questions & answers.
- To change Section 2.4 (Lead Time Requirements),

From: 6 to 16 weeks

To: 6 to 20 weeks or sooner, if applicable.

All other specifications, terms and conditions remain unchanged.

A handwritten signature in black ink, appearing to read 'Patrick Johnson', written over a horizontal line.

Patrick Johnson, MBA
Director of Procurement

Please **sign** below to acknowledge receipt of this Addendum and return with the proposal. Failure to return this Acknowledgement of Addendum may deem a proposal nonresponsive.

NOTE: All proposals MUST BE RECEIVED **electronically** (NEW) by 3:00pm Eastern Standard Time on **September 25, 2020.**

Electronic proposal and addendum or addenda shall be sent to the following email address prior to the submittal deadline date and time at vendor.proposals@montgomerycollege.edu. **No responses will be accepted after this date and time.**

Company Name

Authorized Signature

Date

Printed/Typed Signature

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Vendor Questions	MC Response
1. Will the entirety of the bid be awarded to one vendor or will multiple vendors be awarded for specific line items?	The Bidder must bid on all line items listed on the price proposal in order to be considered for award. The goal is to source and consolidate all items to one vendor at this time.
2. Are we allowed to bid out multiple options for a line item if multiple options are available?	Yes. As long as the items meet the specifications and requirements as outlined on the price proposal. Additional product information and pricing can be submitted on a separate sheet.
3. Would chloroprene exam and surgical gloves be acceptable alternatives to nitrile if applicable? Chloroprene is completely latex free.	Yes. Alternate and/or equivalent product are allowable. As long as they meet specifications & requirements as outlined. Be sure to include product information/specs when bidder alternate and/or equivalent items.
4. Are the 32oz spray bottles supposed to be empty or should they contain something?	Yes they are to be empty. They are to be filled with disinfectant for surface cleaning.
5. For the 1 gallon sanitizer pump bottles, would half-gallon pump bottles be acceptable provided the quantity was doubled so the total volume remains the same?	No. The desire is to have 1 gallon size bottle w/pump that is already filled with Hand Sanitizer Gel that is at least 70% Alcohol Base.
6. Some items in the price proposal have varying UOMs (5, 6, 7, 16, 17, 18, and 19). How should we state what exact UOM we are bidding out?	The UOM provide on the price proposal is to be used as a guideline. Knowing that manufactures box and case quantities vary in UOM. It is to be used as a baseline for expected quantities for the expected unit of purchase. * Include UOM for items on your proposal submission.
7. Is the quantity per school in Section 2.6, Estimated Contract Quantities and the overall total quantities for the bid in Section 4, Price Proposal?	Yes.
8. Will there be a on-time shipment of the items to each school or will there be multiple shipments? If it is multiple shipments will the school be sending in orders?	a. The bid is a one-time shipment and/or multiple until the order is complete. b. The schools will not be placing orders. This is a one-time grant for PPE for each school as indicated.
9. Surgical Gloves 6.0 – 9.0; what are 6.0 through 9.5 are these glove sizes or thickness? Our brand of surgical gloves come in boxes of 100 per box. Would that change the number of boxes you are requiring? Purell Foaming Hand Sanitizer 15oz w/ Dispenser; can it be substituted with an equivalent brand other than Purell?	a. They are glove sizes. b. No, it will not change the quantity. Knowing that manufactures box and case quantities vary in UOM. It is to be used as a baseline for expected quantities for the expected unit of purchase. * Include UOM for items on your proposal submission. c. Yes. Alternate and/or equivalent product are allowable as long as they meet specifications & requirements as outlined. Be sure to include product information/specs when bidder alternate and/or equivalent items.
10. Do we need to be able to supply every item listed on the bid or can we submit a bid for only some of the items?	The Bidder must bid on all line items listed on the price proposal in order to be considered for award. The goal is to source and consolidate all items to one vendor at this time.
11. We are registered as a vendor in the state of Maryland (eMMA website), but we are not registered with the State Department of Assessments and Taxation. Is it still possible to receive awards for this bid without being registered with the SDAT?	Companies must be registered in the State of Maryland in order to do business with Montgomery College. If the company starts the registration process now, it could be completed by the bid closing date.

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12. My company is a C-corporation and is registered in the state of Delaware. Do you have any suggestions for what I should do so I can submit the bid?	See answer to question 11.
13. What is the quantity supply you're looking for (Number of glove pairs)? Do you require the gloves to be American made or is buying them from an American company sufficient?	a. We are looking to purchase surgical gloves by the box. Knowing that manufactures box and case quantities vary in UOM. It is to be used as a baseline for expected quantities for the expected unit of purchase. b. We have no preference.
14. Does a vendor have to submit a bid for all items listed or can a bid be submitted for items a vendor provides through their manufacturing partners?	The Bidder must bid on all line items listed on the price proposal in order to be considered for award.
15. The nitrile gloves are in very short supply or hard to get at this time. Do you want us to give you a price to a product that might not be available for a while? With shortages or allocations it could be the same for N95 mask.	It is expected that due to the high demand of PPE related to the current public health crisis lead times may vary. The lead time requirement has been extended up to 20 weeks.
16. If a company produces an equivalent or better version of the brand being listed, but it comes in a different size, would it still be acceptable (example 10oz versus 15oz)? We would provide the same volume of hand sanitizer and just send ore bottles, or we can provide the same number of bottles. Does a bidder have to submit price for all items or can we submit for just the hand sanitizer?	a. Knowing that manufactures box and case quantities vary in UOM. Yes. Alternate and/or equivalent product are allowable. As long as they meet specifications & requirements as outlined. Be sure to include product information/specs when bidder alternate and/or equivalent items. b. The Bidder must bid on all line items listed on the price proposal in order to be considered for award. The goal is to source and consolidate all items to one vendor at this time.
17. Item #3 can the mask with ties be substituted with a mask with loops? Item #6, does it have AAMI level listed in your bid request? Can you please clarify which level you will accept in the bid?	a. Yes. b. AAMI Level 1 or 2, FDA registered, CE Approved PP disposable isolation gowns. Manufactured to EEA standards, and are used by hospitals, medical facilities and health professionals.
18. Checking to make sure how many PPE is needed for category #2, #3, #5, #6, & #10? Can sanitizer be lower or higher concentration of alcohol?	a. Knowing that manufactures box and case quantities vary in UOM. Our purchase will be by the unit specified. It is to be used as a baseline for expected quantities for the expected unit of purchase. b. Yes it can be higher, but no lower than specified.
19. Will there be a single PO issued or 29 individual POs for each school? If a separate PO is being issued by each school, will they be issued at the same time with the same expectations regarding the delivery date?	a. A separate purchase order will be issued for each school. b. Yes the purchase orders will be issued at the same time and have the same required lead times.
20. Line items 5, 6,7,16,17,18,19 offer a range required per box. For example, Line item #6, isolation gowns, says 50-100 per case with 290 cases required. This is a range of 14,500 to 29,000 gowns. Can you be more specific in the required total numbers for these line items? Line item # 3 on the list is for Level 1 or 2 surgical face masks "w/ties". Must these masks attach to the face with ties that go around the back of the head or are ear loops acceptable?	a. The UOM provide on the price proposal is to be used as a guideline. Knowing that manufactures box and case quantities vary in UOM. It is to be used as a baseline for expected quantities for the expected unit of purchase. * Include UOM for items on your proposal submission. b. Either option is allowable as long as it meets the specifications and requirements as outlined.
21. The product list requests several different sizes of both exam and surgical gloves. Is there a particular thickness in millimeters that these gloves must be?	Exam-grade disposables gloves generally range from 4-6 mils thick and are 9½ inches in length. Surgical gloves are generally 4-8 mils thick.

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<p>22. Is there a process for proving minority ownership status? Also, is veteran ownership considered along with minority status? Does the original hard copy of the proposal need to be submitted to your office by the September 25th 3:00 PM deadline or can it be submitted later? Can we provide more than 3 references?</p>	<p>a. Attachment C, Contractors Information form is where you can enter your minority/veteran status. b. A vendors proposal will not be rejected, if the hardcopy is not received by the proposal submittal deadline; however, it must be received prior to contract award or sooner. c. Only 3 references are required.</p>
<p>23. With the given supply and manufacturing chain shortages for PPE, it has been nearly impossible for large distributors to offer every item today and still meet the expected delivery dates of 6-16 weeks. Over the past 90 days, we have reviewed many different bid opportunities, each opportunity, such as the most recent solicitation from the State of Maryland, has allowed companies to bid on select line items that they could guarantee. Would Montgomery College please consider removing the requirement that the bidder must bid on all items?</p>	<p>Not at this time. The goal is to source and consolidate all items to one vendor if possible.</p>

***** End of Questions & Answers *****