D H E C
PROMOTE PROTECT PROSPER
South Carolina Department of Health
and Environmental Control

BUREAU OF
BUSINESS MANAGEMENT
DIVISION OF PROCUREMENT SERVICES
2600 Bull Street
Columbia, SC 29201-1708
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http://www.scdhec.net/procurement

DATE: November 2, 2007

AMENDMENT

BID #: IFB-MOVING-11/08/07-JCJ AMENDMENT #: 1

OPENING DATE: 11/08/07 OPENING TIME: 2:30 p.m. E.T.

PURPOSE: Provide Moving Services to Columbia and Surrounding Areas

PROCUREMENT OFFICER: James C. Jackson TELEPHONE # (803) 898-3472

This amendment will answer the questions that were received on the above solicitation as listed below.

VENDOR QUESTION: Will the vendor need to provide the forklift or will DHEC have one at each location?
DHEC ANSWER: Yes. As stated in the solicitation, the vendor is required to contact the Moving Coordinator to schedule a walk through of the area that is being moved. At this time the vendor will determine what equipment is required for the move. If a forklift is required, the vendor will provide the forklift to do the move.

VENDOR QUESTION: Page 20, the per hour rate for all additional charges for transportation, labor, material over and above previously indicated. Will each location require a van/driver/(1)laborer? Or if I read this correctly, each site may require something different depending on size and what needs to moved/relocated.
DHEC ANSWER: Correct, each site may require something different. What is required will be determined during the vendor walk through of the area being moved.

VENDOR QUESTION: How many sites are there outside of Columbia that will need to be serviced?
DHEC ANSWER: The exact number has not been determined but DHEC has offices in all 46 counties of South Carolina.

VENDOR QUESTION: Will there be service needed daily or weekly?
DHEC ANSWER: Service will be provided on an as needed basis. The Moving Coordinator will contact the vendor when a move is needed. The vendor and Moving Coordinator will then set a time for the move once the vendor has done a walk through of the area to be moved.

This amendment changes Specifications: 3 on page 10;

From: The hourly rates listed in the Biding Schedule shall apply from the time of arrival at the designated place from which the move begins until satisfactory completion of the move, as determined by the requesting department move coordinator. In, addition DHEC will allow the Contractor a total of one-half hour travel per move based on the bid hourly rate.

To: The hourly rates listed in the Biding Schedule shall apply from the time of arrival at the designated place from which the move begins until satisfactory completion of the move, as determined by the requesting department move coordinator. In, addition DHEC will allow the Contractor a total of one and one-half hour travel per move based on the bid hourly rate.

This amendment changes the Bidding Schedule / Cost Proposal. Use the following Bidding Schedule / Cost Proposal to submit your Bids.

VIII. Bidding Schedule / Price-Business Proposal

Bidding Schedule / Cost Proposal

ITEM 1 – LABOR CHARGES – ON – SITE ONLY – NO TRAVEL RELATED CHARGES

8: a.m. - 5:00 p.m. Monday - Friday	_____	_____	_____	_____
	Truck **Per Hour	Driver ** Per Hour	Laborer * Per Hour	Forklift & Driver ** Per Hour
Overtime Rates	_____	_____	_____	_____
	Truck **Per Hour	Driver ** Per Hour	Laborer * Per Hour	Forklift & Driver ** Per Hour

ITEM 2 – LABOR CHARGES – ON – SITE ONLY - NO TRAVEL RELATED CHARGES

All other hours Excluding Holidays	_____	_____	_____	_____
	Truck **Per Hour	Driver ** Per Hour	Laborer * Per Hour	Forklift & Driver ** Per Hour
Holidays	_____	_____	_____	_____
	Truck **Per Hour	Driver ** Per Hour	Laborer * Per Hour	Forklift & Driver ** Per Hour

* Per hour charge for laborer(s) includes the use of hand trucks, tools, dollies, and any equipment required other than powered truck(s) and/or forklifts.

** Per hour charge shall remain the same regardless of truck or forklift size (limited to standard moving equipment). Contractor shall use an appropriate size truck or forklift to expedite the move and minimize the number of hours for transport. Charges for special equipment will be agreed upon in writing between the Contractor and the Procurement Officer.

ITEM 3 – PACKING MATERIALS (if needed and not provided by DHEC)

Book Cartons _____/each

Box, Dish Pak _____/each

Box, 3 Cu. Ft _____/each

Tape _____/roll

Labels (removable) _____/100

Wrapping Paper _____/pound

TOTAL BID PRICE – ALL ITEMS $ _____
Items 1 and 2 will be determined per hour.
Item 3 will be determined by one each of each quantity specified.

ADDITIONAL CHARGES: (Will not be used as a factor in the bid evaluation)

ITEM 1 Moving services OUTSIDE the Columbia, SC and Surrounding Area:

$ _____per hour includes all additional charges for transportation, labor and or materials over and above as previously indicated

Offerors/Bidders must acknowledge receipt of this amendment by signing and returning this form prior to the official bid opening date and time or include this signed form with bid response. Failure to acknowledge receipt of this amendment may result in rejection of your offer.

_____	_____
Company Name	Name of firm's representative
_____	_____
Telephone No.	Title of representative
_____	_____
Date	Signature (manual)

j:amendmen.doc 8/20/02