

Scope of Work

- I. Scope of Solicitation**
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I. SCOPE OF SOLICITATION

Clemson university seeks to purchase 5 (five) new off-road vehicles as detailed in the specifications herein. Units shall be delivered to Clemson, SC. This is a one-time purchase that will be awarded to one vendor.

II. INSTRUCTIONS TO OFFERORS

Regardless of specific requirements below or in this document, Offerors are required to submit their proposal electronically through the Clemson University online bidding system. To do so you must login (registering first) at <https://sciquest.ionwave.net/prod/default.aspx?company=clemson>, and follow specific instructions for this solicitation. You should register several days in advance of the bid closing date so you can be approved and login in time to submit a response.

III. SCOPE OF WORK / SPECIFICATIONS

Clemson University seeks to purchase five (5) off road vehicles for grounds-keeping type work. A full size Polaris Ranger is preferred. These units should be priced as new, fully assembled and ready for use.

Minimum requirements:

1. Fuel System -Electronic Fuel Injection
2. Transmission/Final Drive - Automatic
3. Bed Box Dimensions (L x W x H) - 36.5 x 54 x 11.5"
4. Front/Rear Rack or Box Capacity - N.A./1,000 lb
5. Ground Clearance - 12"
6. Payload Capacity - 1,500 lb
7. Person Capacity - 3
8. Hitch Towing Rating - 2,000 lb
9. Hitch Type - Standard/2" Receiver
10. Lighting - Headlight, Taillight
11. Accessories – Windshield, Roof

Clemson University Procurement Services (Clemson Procurement Supplier Response

Bid Information		Contact Information		Ship to Information
Bid Creator	April Pitts Contracting Officer	Address	108 Perimeter Rd	Address
Email	apitts@clemson.edu		Clemson, SC 29634	
Phone	(864) 656-1773	Contact	April Pitts	Contact
Fax	(864) 656-2394		Procurement Services	
Bid Number	56824280 Addendum 1	Department		Department
Title	Off-Road Vehicle	Building	ASB	Building
Bid Type	Sealed Bid	Floor/Room		Floor/Room
Issue Date	12/18/2014	Telephone	(864) 656-1773	Telephone
Close Date	1/9/2015 2:00:00 PM ET	Fax		Fax
Need by Date		Email	apitts@clemson.edu	Email

Supplier Information

Company Powell Tractor Inc.
 Address 2154 hwy 59
 westminster, SC 29693

Contact
 Department
 Building
 Floor/Room
 Telephone 1 (864) 9723988
 Fax 1 (864) 9729501
 Email
 Submitted 1/7/2015 8:32:08 AM ET
 Total \$49,467.30

Signature Brett Cooper

Email brett@powelltractor.com

Supplier Notes

These units are 2015 Polaris Ranger 570 Full Size with Roofs and Windshields

Bid Notes

Clemson University is seeking bids to purchase a five off-road vehicles as outlined in the attached Scope of Work under "Bid Attachments" section. Quotes submitted prior to this solicitation are not a substitution to submitting your online bid. All submissions must be made online. In order to submit an offer, you must first register/login to buyWays at <https://clemson.ionwave.net/VendorRegistration.aspx>
 This delivery will be to Clemson, South Carolina.

Bid Activities

Date	Name	Description
1/5/2015 11:00:00 AM	Deadline for Questions	Questions shall be submitted in writing to April Pitts at apitts@clemson.edu by the date and time listed below. Answers will be submitted as an addendum to this bid.

Bid Messages

Please review the following and respond where necessary

#	Name	Note	Response
1	Terms & Conditions	You agree to be bound by the terms of the Solicitation which include this document, Clemson University Standard Bidding Terms and Conditions and Clemson University Standard Terms of Purchase (available for reference in the Bid Attachment Section of this package, and/or www.clemson.edu/cfo/procurement/policies/terms.html). You agree to hold Your Offer open for a minimum of sixty (60) calendar days after the Opening Date. We agree to all terms and conditions contained in the bid.	Agree
2	Contradictory Terms	You agree that your bid does not include either modifications to any of this solicitation's contractual requirements or any other Vendor standard terms and conditions. Doing so may make your bid non-responsive and not considered for award. If you have questions or would like Clemson to consider alternate terms or requirements, you are required to submit questions to the procurement officer prior to the noted deadline requesting Clemson consider such deviations. Clemson is not required to accept changes, but will address changes as necessary with an amendment to the solicitation.	Agree
3	Preferences - A Notice to Vendors	On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences . ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES. [11-35-1524(E)(4)&(6)]	(No Response Required)
4	In State Office Address	Please provide the address and phone number for your in-state office in the space provided. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).	
5	Conflict of Interest	If you have any relatives employed with Clemson University, you must provide their names and relations.	

6	Illegal Immigration	Do you certify that you fully comply with the applicable requirements of Title 8, Chapter 14 of the South Carolina Code of Laws and agree to provide to the State upon request any documentation required to establish either: (a) that Title 8, Chapter 14 is inapplicable to you and your subcontractors or sub-subcontractors; or (b) that you and your subcontractors or sub-subcontractors are in compliance with Title 8, Chapter 14? Pursuant to Section 8-14-60, "A person who knowingly makes or files any false, fictitious, or fraudulent document, statement, or report pursuant to this chapter is guilty of a felony, and, upon conviction, must be fined within the discretion of the court or imprisoned for not more than five years, or both." You agree to include in any contracts with your subcontractors language requiring your subcontractors to (a) comply with the applicable requirements of Title 8, Chapter 14, and (b) include in their contracts with the sub-subcontractors language requiring the sub-subcontractors to comply with the applicable requirements of Title 8, Chapter 14. [07-7B097-1] (An overview is available at http://www.procurement.sc.gov)	Yes
7	Discount for Prompt Payment	If you offer a discount for prompt payment, provide these terms here.	
8	Bid Acceptance Period	In order to withdraw Your Offer after the 60 days specified above, you must notify the Procurement Officer in writing.	(No Response Required)
9	Public Opening	Offers will be publicly opened at the close date / time at Clemson University/Procurement Services, Administrative Services Building, Silas N. Pearman Boulevard, Clemson, S. C. 29634.	(No Response Required)
10	Posting of Award	The award for this solicitation will be posted at the Administrative Services Building, Silas N. Pearman Boulevard, Clemson, S. C. 29634 (as well as at the following website - https://sciquest.ionwave.net/clemson) within 15 working days of bid opening (unless Procurement Officer provides otherwise).	(No Response Required)
11	Submitting your offer or modification	(a) Offers and offer modifications must be submitted by submitting your offer electronically in the Clemson online bidding system (buyWays). (b) If you are responding to more than one solicitation, you must submit separate bids for each solicitation. (c) Facsimile, hardcopy, or e-mail offers, modifications, or withdrawals, are NOT authorized.	(No Response Required)
12	Award Made to One Offeror	Award will be made to one Offeror.	(No Response Required)
13	Award Criteria - Bids	Award will be made to the lowest responsible and responsive bidder(s).	(No Response Required)
14	Bidding an Alternate -- Literature Attachments	If bidding an alternate, complete literature must be submitted as an attachment in the Bid Attachment Response. Any deviation from specifications, and/or reference brand name, indicated herein, must be clearly pointed out; otherwise, it will be considered that items offered are in strict compliance with these specifications, and successful bidder will be held responsible.	(No Response Required)
15	Operational Manuals	Unless otherwise specified, contractor shall provide one operational manual for each item acquired.	(No Response Required)
16	Quality - New	All items must be new.	(No Response Required)

17	Technical Support - Included	Upon request, contractor shall provide technical assistance or service. Please state, within how many hours will this service be available after request is issued.	24
18	Training	Upon request, contractor shall demonstrate and train on equipment. Please state how many days, following this request, this demonstration will be available.	2
19	Disposal of Packaging	Contractor shall dispose of all wrappings, crating, and other disposable materials pertaining to this contract at the end of each working day and upon completion of installation.	(No Response Required)
20	Estimated Quantity - Unknown	The total quantity of purchases of any individual item on the contract is not known. The State does not guarantee that the State will buy any specified item or total amount. The omission of an estimated purchase quantity does not indicate a lack of need but rather a lack of historical information.	(No Response Required)
21	Delivery Date	Enter your best delivery for this purchase, or completion date of services, as days after receipt of order.	30 days after purchase order recieved
22	Warranty	Contractor warrants all items acquired shall conform to all contractors' representations, the requirements of this contract, and all published documentation.	(No Response Required)
23	Shipping Method	Freight/shipping costs MUST be included in bid price. Freight/shipping cannot be added at a later date. If applicable to this bid, is this cost included in your bid price?	Yes
24	Installation / On Site Labor	If Installation or On Site Labor is requested, as part of this contract, then the contractor agrees to install all items acquired pursuant to this contract and/or shall be required to conduct work at Clemson as part of this contract. The contractor awarded this contract is required to submit an ACORD 25 form prior to commencement of work per Clemson Standard Terms of Purchase (available for reference in the Bid Attachment Section of this package and/or http://www.clemson.edu/cfo/procurement/policies/terms.html). *Failure to maintain insurance and submit this form to University Procurement may result in termination of contract for failing to comply with this requirement.	Agree to supply if awarded
25	SC Taxes	Do you collect South Carolina Taxes? Do NOT include taxes in your bid price.	Yes
26	Protest - CPO - MMO Address	Any protest for this solicitation must be addressed to the Chief Procurement Officer, Materials Management Office, and submitted in writing (a) by email to protest-mmo@mmo.state.sc.us , (b) by facsimile at 803-737-0639, or (c) by post or delivery to 1201 Main Street, Suite 600, Columbia, SC 29201.	(No Response Required)

Line Items

#	Qty	UOM	Description	Response
1	5	LO	Off Road Vehicle	\$9,893.46

Item Notes: Enter the price per vehicle. Total will calculate automatically.

Supplier Notes:

Item Attributes: Please review the following and respond where necessary

#	Name	Note	Response
1	End Product Preference (Line-Commodities)	Section 11-35-1524 provides a preference to vendors offering South Carolina end-products or US end-products, if those products are made, manufactured, or grown in SC or the US, respectively. An end-product is the tangible project identified for acquisition in this solicitation, including all component parts in final form and ready for the use intended. The terms "made," "manufactured," and "grown" are defined by Section 11-35-1524(A). By signing your offer and checking the appropriate space(s) provided and identified on the bid schedule, you certify that the end-product(s) is either made, manufactured or grown in South Carolina, or other states of the United States, as applicable. Preference will be applied as required by law. Post award substitutions are prohibited. See "Substitutions Prohibited - End Product Preferences" provision. Please indicate any preference here.	US
2	SC Resident Vendor Preference (Line-Commodities)	To qualify for the RVP, you must maintain an office in this state. An office is a nonmobile place for the regular transaction of business or performance of a particular service which has been operated as such by the bidder for at least one year before the bid opening and during that year the place has been staffed for at least fifty weeks by at least two employees for at least thirty five hours a week each. In addition, you must either: (1) maintain at a location in South Carolina at the time of the bid an inventory of expendable items which are representative of the general type of commodities for which the award will be made and which have a minimum total value, based on the bid price, equal to the lesser of fifty thousand dollars [\$50,000] or the annual amount of the contract; or (2) be a manufacturer headquartered and having an annual payroll of at least one million dollars in South Carolina and the end product being sold is either made or processed from raw materials into a finished end product by that manufacturer or its affiliate (as defined in Section 1563 of the Internal Revenue Code). See the SC Procurement Code, Section 11-35-1524(C) (1) (i) & (ii) and Section IIB of this solicitation for more information. Are you requesting the SC Resident Vendor Preference?	No

Response Total: \$49,467.30



Please incorporate the following questions/answers into the

Invitation to Bid # 56824280

The following are questions asked by Offerors along with the response by Clemson University. Any changes to the original scope reflected in these answers will take precedence over any information in the original Bid solicitation. Any information not addressed specifically in this amendment will remain as stated in the original Bid solicitation.

IFB # 56824280

Addendum #1: Questions and Answers

1. Question: Are you seeking 4x2 or 4x4 units?

ANSWER: 4x4

2. Question: Can you confirm the preferred model of the full size Polaris Ranger? I cannot seem to locate a Polaris model that offers 2,000lb tow rating along with the other specifications requested.

ANSWER: Polaris Ranger 570 Fullsize



PROCUREMENT SERVICES

Administrative Services Building 108 Silas Pearman Blvd Clemson, SC 29634-5365

864.656.2390 FAX 864.656.2394