



Greenville Technical College

Request for Proposal Amendment 1

Solicitation Number: GTC-22-02-280RFP-MarketResearch
 Date Issued: February 22, 2022
 Procurement Officer: Kristal Doherty
 Phone: (864) 250-8417
 E-Mail Address: Kristal.doherty@gvltec.edu
 Mailing Address: PO Box 5616 Greenville, SC 29606

DESCRIPTION: Market Research Consulting Services

USING DEPARTMENT UNIT: Greenville Technical College

The Term "Offer" Means Your "Bid" or "Proposal". Unless submitted on-line, your offer must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior. See "Submitting Your Offer" provision.

SUBMIT YOUR OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS: Greenville Technical College
 Purchasing – MS 1236
 PO Box 5616
 Greenville, SC 29606-5616

PHYSICAL ADDRESS: Greenville Technical College
 Bldg 123 Room 208
 738 S. Pleasantburg Dr
 Greenville, SC 29607

SUBMIT BID BY (Opening Date/Time): 03/07/2022 @ 3:00 PM (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: **2/21/2022 @ 10:00 AM** (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original hard copy, five (5) copies marked "Copy" & one (1) redacted hard copy marked REDACTED. If submitting a redacted copy - See Section IV. Submitting Redacted Offers for instructions. Must also submit 1 copy of proposal, redacted proposal and cost proposal on USB flash drive.**

Initial here if NO redacted copy is necessary _____

CONFERENCE TYPE:	DATE & TIME:	LOCATION:
N/A		N/A

AWARD & AMENDMENTS

Award is scheduled to be posted on **04/4/2022**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <https://www.gvltec.edu/purchasing/>

You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.
(See "Signing Your Offer" and "Electronic Signature" provisions.)

NAME OF OFFEROR (full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

DATE SIGNED

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

PRINTED NAME

(printed name of person signing above)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

- Sole Proprietorship Partnership
 Corporate entity (not tax-exempt) Corporation (tax-exempt)

(See "Signing Your Offer" provision.)

- Other _____
 Government entity (federal, state, or local)

PAGE TWO

(Return Pages One and Two with Your Offer)

HOME OFFICE ADDRESS
(Address for offeror's home office /principal place of business)

NOTICE ADDRESS
(Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)

Area Code - Number - Extension: _____
Facsimile: _____
E-mail Address: _____

PAYMENT ADDRESS
(Address to which payments will be sent.)

ORDER ADDRESS
(Address to which purchase orders will be sent) (See "Payment" clause)
(See "Purchase Orders and "Contract Documents" clauses)

(check only one)

- Payment Address same as Home Office Address
- Payment Address same as Notice Address

(check only one)

- Order Address same as Home Office Address
- Order Address same as Notice Address

ACKNOWLEDGMENT OF AMENDMENTS

Offeror acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)

10 Calendar Days (%) 20 Calendar Days (%) 30 Calendar Days (%) _____ Calendar Days (%)

~~PREFERENCES – A NOTICE TO VENDORS~~ (SEP. 2009): 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)]**

PREFERENCES DO NOT APPLY 11-35-1524 (E)(5)

~~PREFERENCES – ADDRESS AND PHONE OF IN-STATE OFFICE:~~ Please provide the address and phone number for your in-state office in the space provided below. 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)).

PREFERENCES DO NOT APPLY 11-35-1524 (E)(5)

____ In-State Office Address same as Home Office Address
 ____ In-State Office Address same as Notice Address (check only one)

NOTICE – AMENDMENT #1

SOLICITATION GTC 22-02-280RFP

AMENDMENTS TO SOLICITATION (JAN 2004)

All actual and prospective Offerors should monitor the following web site for the issuance of Amendments:
www.gvltec.edu/purchasing/

- (a) The Solicitation may be amended at any time prior to opening.
- (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment.
- (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.
[02-2A005-1]

Following are the Questions received and Answers:

1. What counties are considered primary recruitment areas for this research (e.g., what specific markets will be covered)?

Answer: Greenville Technical College's service area is Greenville County, South Carolina and that serves as the primary recruiting market.

2. Please identify the anticipated budget or budget range for this comprehensive project.

Answer: GTC will not be providing an anticipated budget for this project. Offerors should provide their most competitive pricing, as cost is an evaluation factor.

3. What is the desired completion date for the project?

Answer: The desired completion date is within two to four months of award and subject to approval of a project plan.

4. Does GTC have access to lists for all 10 of the preferred market research stakeholder populations?

Answer: Yes.

5. Does GTC have a timeline for review and decision of award?

Answer: As stated on the Cover Page of the RFP, GTC hopes to make an award by 4/04/2022.

6. Project requirements stipulate that the work is to commence during 2nd quarter of 2022. Is there an anticipated completion date for delivery of final report and data?

Answer: See answer to question 3.

7. Project requirements stipulate the firm is to: Secure (and compensate if necessary) all focus group participants. Will a project leader with GTC be available to assist in the process of securing group participants (in consultation with the firm, identify stakeholders, email stakeholders, schedule locations for focus groups)? We will not have direct access to the student and faculty/staff groups.

Answer: GTC staff will be available to assist with identifying participants.

8. Does the college have detailed enrollment funnel data by segment and academic offerings that it will share with the selected vendor?

Answer: Yes.

9. Will GTC share all questions and answers submitted by all vendors?

Answer: Yes.