



Office of the Vice President  
and Chief Financial Officer  
Purchasing Services  
<http://purchasing.ufl.edu/>

971 Elmore Drive  
PO Box 115250  
Gainesville, FL 32611-5250  
(352) 392-1331 Fax 352-392-8837

February 9, 2018

**ADDENDUM #1** to the University of Florida Invitation to Bid **ITB18AN-120 Genomic Materials, Sequencing and Related Service** solicitation scheduled to open on **February 13, 2018 3:00 PM EST** at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum consists of:

- Responses to written questions submitted by the "Schedule of Events" deadline of February 6, 2017 by 5:00 PM EST.

This addendum shall be considered part of the Contract Documents for the above mentioned ITB18AN-120 as though it had been issued at the same time and incorporated integrally therewith. Where provisions of the following supplementary data differ from those of the original document, this addendum shall govern and take precedence. All other terms, conditions, and regulations will apply.

Sincerely,

Arleen Nicius  
Procurement Agent II

**Please acknowledge receipt of Addendum #1 by signing below, and returning this addendum with your proposal. Failure to include addendum with your proposal may result in rejection.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Company Address

\_\_\_\_\_  
City/State/Zip

*The Foundation for The Gator Nation*

## **Addendum 1: Bid Questions and Answers**

1. What is the purpose of this bid and what benefits are awarded to vendors that respond?

**Answer:** As stated in the bid document on page 10, the University of Florida is seeking to establish a multiple award, discount off list contract to be used as a primary source for genomic products, sequencing, and other related services.

A UF contract provides opportunities to access end users through additional avenues, a streamlined business process particularly for large purchases, and a possibility of adoption by other institutions. It also allows for an improved business process between UF and the contracted vendor regarding large purchases.

2. How should the price list be formatted?

**Answer:** The price list must include the list price, discount percentage, and UF net price, as shown on Attachment A and B of the bid documents.

3. Is this bid for one user or for the entire University of Florida?

**Answer:** The results of this bid is to benefit the entire University of Florida.

4. Will the University consider bids for a subset of the services that are listed in the bid document, or does the contractor have to provide all of the specified services to be considered?

**Answer:** We encourage vendors to submit bids for any related services they can provide for the University, even those not specifically listed in the bid documents or those that are highly specialized. It is understood that not all vendors can offer all of the services listed, so a partial response is encouraged.

5. Can a contractor submit separate bids for different service components (i.e. one for Sanger and one for NGS services, etc.)?

**Answer:** A vendor must submit one bid package that includes Attachment A and/or Attachment B completed with the list price, discount percentage, and UF net price for the services and/or catalog items. UF anticipates that some services may have different discount levels/pricing models associated.

6. Will bids for sequencing instruments and reagents be accepted in the bid package?

**Answer:** Yes, please submit them as catalog items using Attachment B.

7. Do we need to provide any additional information such as turnaround time, logistics for sequencing drop boxes, etc.?

**Answer:** Yes, please include all information that will be helpful to servicing the University. This documentation is provided for informational purposes only.

8. What are the expected volumes for the services listed on the price page of the bid document?

**Answer:** The University of Florida has an average spend of over \$2 million a year on oligo synthesis, sequencing, and genomic editing services. We are looking to provide any and all services available to the whole of the University.

9. Will the price provided in the bid be public information for UFL associated employees?

**Answer:** As an instrumentality of the State of Florida, the University is subject to Florida Public Records laws. As stated in the non-technical specifications of the bid on page 7, other purchases may be made by other state universities, community colleges, district school boards, other education institutions, and other governmental agencies.

10. Will vendors have the opportunity to hold meetings with Procurement to discuss different business opportunities?

**Answer:** UF may request regular Business Reviews following award.

11. Will an e-procurement platform be available?

**Answer:** Awarded suppliers may be enabled in the University's eProcurement marketplace, MyUF Market, to provide ease of ordering, maximum visibility and promotion to the campus users. Incorporation in MyUF Market will be based on spend with a supplier, numbers of transactions and impact to campus.