



Office of the Vice President
and Chief Financial Officer

Procurement Services

<https://procurement.ufl.edu/>

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August 12, 2019

ADDENDUM #1 to the University of Florida ITB20AW- 105 Antibodies, Reagents, Proteins for Lab Use scheduled to open **August 23rd at 3:00 PM/ET** at the University of Florida, Elmore Hall Conference Room, Radio Road, Gainesville, Florida.

This addendum shall be considered part of the Contract Documents for the above mentioned **ITB20AW-105** 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.

This addendum consists of :

- Responses to Vendor Questions that were due before August 9th at 5:00PM
- Revised price sheet (rev 8/12/19)

Sincerely,

Ann Wright, Procurement Agent II
Procurement Services

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

- Q1: Is offering free freight required/crucial to the bid, or can we offer reduced freight?
- A1: UF would prefer free freight but it is not a requirement. Please include freight terms on price sheet.
- Q2: Is this a contract/bid that other universities can “piggyback” onto, in reference to page 6, #23’s statement. Is this statement crucial to the bid?
- A2: In UF’s experience, it is helpful to suppliers to allow the contract to be adopted by other (public) institutions, because it decreases the number of solicitations suppliers have to respond to and institutions have to issue. The intent of including “piggyback” or “adoption” language, is to leverage spend across institutions. UF recognizes that UF’s volume is often larger than other institutions and that pricing structures may need to be based on total volume spent by institution, and/or method of purchase (example: eProcurement vs. Purchase Order and/or PCard). UF will evaluate responses based on pricing for UF and then discuss contract adoption. Florida Board of Governors regulation allows contract adoption and as such, UF strongly encourages suppliers to allow for it.
- Q3: How do we secure PunchOut for e-commerce if awarded the bid? What would be the next steps?
- A3: It will be at the discretion of UF procurement to determine which vendors are appropriate for e-commerce. Not all vendors awarded will be enabled. Next steps would include entering into an e-enabled contract agreement.
- Q4: Is UF Procurement trying to streamline the purchasing process so that all future purchases will at some point go through their platform rather than end-users being able to purchase directly from vendor websites?
- A4: UF Procurement Services’ preferred method of purchase is for campus to use myUF Market (Jaggaer).
- Q5: What portion of the \$3,900,000 spend is on antibodies and proteins?
- A5: The total amount of spend only includes antibodies, proteins and reagents.
- Q6: What percentage of orders for antibodies, proteins and reagents are placed through Fisher?
- A6: The annual spend does not include spend from vendors with current contracts with UF that includes Fisher Scientific.
- Q7: If our bid is accepted, does this preclude orders from Sole Source justification?
- A7: If awarded the bid, the requirements for sole source justification should not be necessary.
- Q8: If our bid is accepted, is this acknowledgment that our Terms and Conditions are also acceptable?
- A8: The general terms and non-technical specifications in the ITB document are the terms and conditions of the contract.

Q9: How much flexibility does the end user have with placing orders with other vendors?

A9: It is UF's intent for departments to utilize contracted vendors when placing orders. However, end-users may purchase from non-contracted vendors.

Q10: Will we have first right of refusal? Or will end users be able to order from whomever they prefer.

A10: No. UF end-users have the ability to purchase from other vendors.

PRICE SHEET

The intention is to cover all products in the manufacturer's catalog.
(Complete one sheet per product line if discount is different)

MANUFACTURER/BRAND NAME BID: _____

PRICE LIST NAME/NUMBER: _____

Price sheet included? YES NO (a "NO" answer is a non- responsive bid)

FIXED DISCOUNT FROM LIST PRICES: Bids must be shown as minimum % discount from manufacturer's published retail price list.

REAGENT CATEGORIES	% DISCOUNT OFFERED	TYPE OF WARRANTY PROVIDED

FREIGHT TERMS:

ADDITIONAL QUANTITY DISCOUNTS:

List additional discounts (in combination with above discount) applicable to any single order of any combination of awarded contract items to be delivered at one time to one destination (Prices listed below are before discount is taken).

\$ 5,000.00 - \$ 9,999.00	_____ %
\$10,000.00 - \$14,999.00	_____ %
\$15,000.00 - \$19,999.00	_____ %
\$ _____ - \$ _____	_____ %
\$ _____ - \$ _____	_____ %
\$ _____ - \$ _____	_____ %

PAYMENT TERMS: _____ % _____ **DAYS (OR NET 30)**

Additional discount- : _____ % _____ **Days**