RE: BID 19-06  
Medical & Clinical Equipment & Supplies

The answers to questions submitted by the deadline are as follows:

1. **Q:** An extension to the Timeline is requested due to the Thanksgiving Holiday? We ask that all parties be extended an additional 5 business days to submit questions due. This would allow for a new questions due date of 12-3-18.  
   **A:** Please see Addendum 1 for changes to the timeline.

2. **Q:** Within the Required Procurement Documents & Bidder’s Checklist line item 7 will not function as a hyperlink. “CH51 Contractor Certification and Disclosure of Political Contributions Public Law 2005” will not open. Can a PDF file be provided so this may be reviewed?  
   **A:** The link works with the Internet Explorer browser. Please check your browser.

3. **Q:** Is a Bid Bond or Surety required for this opportunity? Are both of these required?  
   **A:** Not required.

4. **Q:** Are the only areas of the RFP for which a response is required Section E (page 9) and the items described in the checklist? Or should we respond to all areas of the document?  
   **A:** Please respond to the required section noted above and read the entire document to ensure submittal of all required and applicable documents.

5. **Q:** Can you confirm the due date for this response? There are 2 due dates listed in the paperwork, one being today and also December 3rd. This information is listed on page 2 of the paperwork.  
   **A:** The bid is due December 10, 2018 as outlined in Addendum #1.

6. **Q:** If there are terms and conditions Vendor may not be able to agree to will Rowan University (“University”) consider exceptions to terms and conditions?  
   **A:** The University can negotiate terms and conditions not mandated by law.

7. **Q:** Can the University provide the most recent awarded bid tabulation for the products in the bid? If no bid tabulation exists, can you please provide your current sell price and UOM for the products in the bid?  
   **A:** No previous bid exists. We currently do not track specific product pricing, as each individual department orders their own products based on need from vendors of their own choosing.

8. **Q:** Where is the list of products the University is looking to purchase in this Bid?  
   **A:** No list exists.
9. Q: On Page 5, #3 mentions of desktop delivery to specific locations on the campuses as needed. What if the Vendor only provides dock to dock delivery?
   A: Not all locations have a dock.

10. Q: On Page 18 under section VII, A- there is could be a purchase order issued. Does the purchase order have additional terms and conditions other than what is included in this solicitation? If so, please provide a copy for review.
    A: Purchase Order terms & conditions can be found [here](#).

11. Q: Under section 3.9 of the Rowan University Terms and Conditions there is language stating Bids shall be automatically rejected for any of the following causes with 1 of those causes being Failure to attend a mandatory Bidder’s conference or site inspection. Was there mention of a Bidder’s Conference in the Bid Solicitation? I did not see it.
    A: No. There was not a bid conference.

12. Q: What is “Spotting” when it comes to the FOB Destination?
    A: “Spotting” employs the use of dedicated personnel to allow the delivery driver to know exactly where to direct the load.

13. Q: Can you confirm the due date for this response? There are 2 due dates listed in the paperwork, one being today and also December 3rd. This information is listed on page 2 of the paperwork.
    A: The bid is due December 10, 2018 as outlined in Addendum #1.

14. Q: Is the University looking for 1 individual Vendor to be awarded?
    A: The University may award to more than one vendor.

15. Q: Would you also please provide the previous letters of transmittals vendor service plans and methodology, products, ordering, delivery, customer service, etc. that were provided by the previously awarded vendor(s)?
    A: These items do not exist as we do not have previously awarded vendors.

16. Q: Based upon previous history, what are the most commonly procured gloves and bags from this bid? Please include the vendor, brand and model number as well as the price previously paid.
    A: We have not tracked this information nor are individual departments required to do so.

17. Q: Based upon previous history, how often were orders placed for the gloves (monthly, quarterly, annually, other)?
    A: We have not tracked this information nor are individual departments required to do so.

18. Q: Based upon previous history, when an order was placed, what was an approximate case size order for the gloves?
    A: We have not tracked this information nor are individual departments required to do so.
19. Q: Are vendors permitted to set minimums?
    A: No.

20. Q: Do all campuses received deliveries for gloves and bags?
    A: We have not tracked this information nor are individual departments required to do so.

21. Q: Based upon previous history, is this awarded to one vendor or multiple vendors / as a whole or by groups or specific items?
    A: The University may award to more than one vendor.

Thank you,
Christine Brasteter
Senior Director
Contracting and Procurement