



County of El Paso Purchasing Department
800 E. Overland Room 300
El Paso, Texas 79901
(915) 546-2048 / Fax: (915) 546-8180
www.epcounty.com

ADDENDUM 1

To: All Interested Bidders
From: Blanca Carbajal, Procurement Data Analyst
Date: September 1, 2016
Subject: Bid #16-058 -Janitorial Supplies for the County of El Paso

The Purchasing Department has received the following questions:

1. Can the County provide the previous bid tabulation and awarded information and we have some questions if you could help.

RESPONSE: The tabulation for last year's bid can be found at www.epcounty.com. On Bids and More; click List of Bids; click 2015 List of Bids; scroll to find bid number 15-019, click 15-019 in the Bid Tab column.

2. This contract is for one year and any extension after one year?

RESPONSE: This contract is for one year with no extension.

3. On the soap can a vendor bid on other brand name beside cashmeir?

RESPONSE: Yes.

4. Can the County clarify the delivery requirements of this bid (i.e. multiple locations)? If so, what are the requirements, daily, monthly, etc.?

RESPONSE: Vendor will be notified by department where to deliver and it will be noted on the Purchase Order.

5. What are the exact dimensions currently being purchased for Items No. 37, 38 & 39? What is the case count (liners per case) currently being purchased for items No. 41 & 42?

**RESPONSE: Dimensions for item. no. 37, 38, will vary.
The case count is unavailable.**

6. Can you supply us with the case weight (lbs. per case) currently being purchased for each of the liners?

RESPONSE: This information is unavailable.

7. Is the County requesting roll or flat pack on the liners?

RESPONSE: It doesn't matter.

8. Can a vendor call FedEx at vendor's expense and pick up a sample of each liner?

RESPONSE: Samples are not available.

9. How many delivery locations are there for the liners?

RESPONSE: There are various locations throughout the County.

10. About how often are orders placed for the liners (monthly, quarterly or other?)

RESPONSE: Departments will order as needed.

11. What is an approximate case order when an order is placed?

RESPONSE: See question # 10.

12. On four of the liners, items no. 37 through 40: sample required. Does this mean that samples are not necessary for the other liners, Items No. 41 & 42?

RESPONSE: Samples are required.

13. Regarding the cafeteria gloves, Items No. 34, 35 & 36, can the County provide the following information: Is the County looking for powdered or powder free gloves?

RESPONSE: The County is requesting powder free gloves.

14. How many delivery locations are there for the gloves?

RESPONSE: There are various locations throughout the county.

15. About how often are orders placed (monthly, quarterly or other?) and what is an approximate order?

RESPONSE: All product is ordered on an as needed basis. The County is not obligated to order a lump sum.

16. How many delivery locations are there?

RESPONSE: There are various locations throughout the county.

17. If multiple can you please provide city and zip code?

RESPONSE: El Paso County 79912, 79915, 79901, 79902, 79903, 79905, 79906, 79907, 79924, 79925, 79927, 79928, 79936, 79938, Vinton, Texas 79821, Fabens, Texas 79838, Clint, Texas 79836

18. Is there a dock and fork lift at the delivery location/locations?

RESPONSE: The County has delivery ramps and some deliveries are inside deliveries. No forklifts.

19. Is there any special delivery instructions?

RESPONSE: The departments will notify you if there are specific requirements.

20. Are vendors allowed to no bid on certain line items?

RESPONSE: Yes, vendors are allowed to "no bid" on items.

21. The bid list mentioned that all products must be maintained in stock throughout the year. If the manufacturer decides to discontinue a particular product within the year of the bid, will the vendor be allowed to submit a letter from the manufacturer stating the reason?

RESPONSE: Yes, vendors must notify the County if product is discontinued.

22. If the County does not allow a substitution, will the vendor be disqualified from the bid?

RESPONSE: Vendor will be disqualified from the line items.

23. If the vendor is not a stocking branch, what will be the lead time on all orders being delivered?

RESPONSE: The lead time on all orders are three (3) days to one week.

24. What is the due date for all samples to be delivered? What location?

RESPONSE: All samples must be delivered with bid for bid opening.

25. What does the County want the label to list for the samples?

RESPONSE: The County would like vendor to list sample and line item.