

RFI Details

PeopleSoft Strategic Sourcing

| Event ID | Format | Type | Page |
|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 1 |
| Event Round | Version | | |
| 1 | 5 | | |
| Event Name | | | |
| SWC 209 Vehicles | | | |
| Start Time | Finish Time | | |
| 05/18/2017 08:01:00 CDT | 05/23/2017 09:30:00 CDT | | |

Bidder: PUBLIC EVENT DETAILS

Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243

Contact: United States
Charles Key
Phone: 615/741-1433
Email: charles.key@tn.gov

Event Description

New Version 4 - Due to System Email error, Event is Reposted with new event date.

PRE-BID CONFERENCE NOTIFICATION

READ THE ENTIRE Request for Information (RFI), including the Event Details, Specifications, and Terms and Conditions and any other attachments.

If the Review and bid on this event link included in the e-mail notification does not work, please go to <https://supplier.edison.tn.gov>. Click on the link that says Supplier Portal Home Page and then log in with your supplier ID and password. Click on the event under the Events box.

Note: Information at the pre-bid will be displayed electronically. No paper copies will be provided.

Attendees are advised to prepare copies of the attached event documents for their use at the pre-bid.

This is not a bid request; this is a request for information.

Request for Information (RFI)

Conference: Pre-Bid Conference

Title: SWC 209 Vehicles

Description: Statewide Contract (SWC) for the purchase of fleet vehicles.

Date: May 23, 2017

Time: 9:30 AM Central Time

Location:

Department of General Services

RFI Details (cont.)

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| Event ID | Format | Type | Page |
|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 2 |
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Tennessee Room #1

Tennessee Tower, 3rd Floor

312 Rosa L. Parks Avenue

Nashville, TN 37243

Conference Call-in: 615-253-8313

If you have questions, please contact the
Solicitation Coordinator Charles Key at (615) 741-
1433 or Charles.Key@tn.gov or call the Central
Procurement Office main number at (615) 741-1035.

Event Comments

- Attachment C - Sample Pricing Sheet - Chevrolet
- Attachment C - Sample Pricing Sheet - Ford
- Attachment C - Sample Pricing Sheet - Light Truck
- Attachment C - Sample Pricing Sheet - Mazda
- Attachment C - Sample Pricing Sheet - Medium Truck
- Attachment C - Sample Pricing Sheet - Nissan
- Attachment C - Sample Pricing Sheet - Toyota
- Attachment C - Sample Pricing Sheet - Vans
- Attachment C - Sample Pricing Sheet - Volkswagen
- Attachment B - Group 1 - Police Vehicle Specifications
- Attachment B - Group 2 - Sedan Specifications
- Attachment B - Group 3 - Van Specifications
- Attachment B - Group 4 - SUV Specifications
- Attachment B - Group 5 - Light Truck Specifications
- Attachment B - Group 6 - Medium Truck Specifications
- Sample Vehicle Inspection Sheet

RFI Details (cont.)

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| | | | |
|-------------------------|----------------|-------------------------|-------------|
| Event ID | Format | Type | Page |
| 32110-0000010027 | RFI | RFx | 3 |
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| Question | Response |
|----------|----------|
|----------|----------|

Factor Summary

| Question | Response |
|----------|----------|
|----------|----------|

How many days after receipt of purchase order will it

take you to deliver this item?

Required: Yes Mandatory ResponseNo

Response Comments

What is the Brand/Model you are Bidding?

Required: Yes Mandatory ResponseNo

Response Comments

Please answer yes or no to the following. If "yes", describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

RFI Details (cont.)

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| Event ID | Format | Type | Page |
|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 4 |
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(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory Response No

Response Comments

Revenue Registration Document

Required: Yes Mandatory Response No

A file attachment is required to satisfy this question. Your bid will need to be edited online to include attachment responses.

Response Comments

Please enter the number of days that your bid offer will expire from the bid opening date:

Required: Yes Mandatory Response No

Response Comments

Associated Terms:

Bid Offer Expiration

Enter the expiration date of your bid offer in the space provided on this Invitation to Bid. A minimum period of thirty (30) days from the bid closing date is requested. The state shall have sixty (60) days to accept the bid if a minimum period is not stated.

RFI Details (cont.)

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| | | | |
|-------------------------|-------------------------|-------------|-------------|
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| 32110-0000010027 | RFI | RFx | 5 |
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| Question | Response |
|----------|----------|
|----------|----------|

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

IMPORTANT: By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Required: Yes Mandatory Response:Yes

Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved.

Confirm below that you have completed this attached form by choosing, "Yes".

Required: Yes Mandatory Response:Yes

Response Comments

RFI Details (cont.)

PeopleSoft Strategic Sourcing

| | | | |
|-------------------------|----------------|-------------------------|-------------|
| Event ID | Format | Type | Page |
| 32110-0000010027 | RFI | RFx | 6 |
| Event Round | Version | | |
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| Question | Response |
|----------|----------|
|----------|----------|

Iran Divestment Act. By submission of this response, each respondent and each person signing on behalf of any bidder certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Required: Yes Mandatory Response:Yes

Response Comments

A link to the Central Procurement Office's surveying tool is included in the Event Attachments. We ask that you take a few short minutes to complete this survey. The purpose of this survey is to strengthen procurement processes of the Central Procurement Office (CPO) by capturing Vendor/Bidder assessments of, and actionable comments on, the process put in place by the Central Procurement Office. Your responses will remain anonymous, and will have no bearing or consideration in the awarding of this procurement.

Required: No Mandatory Response:No

Response Comments

RFI Details (cont.)

PeopleSoft Strategic Sourcing

| | | | |
|-------------------------|-------------------------|-------------|-------------|
| Event ID | Format | Type | Page |
| 32110-0000010027 | RFI | RFx | 7 |
| Event Round | Version | | |
| 1 | 5 | | |
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| Question | Response |
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Cash Discount - Prompt Payment

Required: Yes Mandatory ResponseNo

Response Comments

If the bidder is not registered with the Secretary of State's Office, it will be given seven (7) business \ days to become registered or the bid will be rejected.

Bidders Secretary of State issued I.D. Number

Required: Yes Mandatory ResponseNo

Response Comments

Associated Terms:

Register with the Secretary of State's Office

Prior to award and during the contract period, a corporation must be registered and be in good standing with the Secretary of State's Office. The following is the contact information for the Secretary of State's Office: State of Tennessee, Department of State, Corporate Filings, 312 Rosa L Parks Avenue, 6th Floor, William R. Snodgrass Tower, Nashville, TN 37243-1102, email:. business.services@state.tn.us; website: <http://www.tennessee.gov/sos/apd/index.htm>

If the bidder is not registered with the Secretary of State's Office, it will be given seven (7) business days to become registered or the bid will be rejected.

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PeopleSoft Strategic Sourcing

| | | | |
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| Event ID | Format | Type | Page |
| 32110-0000010027 | RFI | RFx | 8 |
| Event Round | Version | | |
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| Question | Response |
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Authorized Users: Local Governments, Private Non-Profit Institutions of Higher Education and Eligible Non-Profit Agencies

The purpose of this Invitation to Bid/Sourcing Event is to establish a source or sources of supply for all state agencies, local governmental units within the geographic limits of the State of Tennessee, any private nonprofit institution of higher education chartered in Tennessee, and any corporation which is exempted from taxation under 26 U.S.C. Section 501 (c) (3) as amended and which contracts with the Department of Mental Health and Mental Retardation to provide services to the public (T.C.A. 33-2-401 et seq.). The resulting contract will be open to these governments unless a letter is attached to your bid, addressed to the Central Procurement Officer, requesting exemption to this allowance.

Purchases by local governmental units, private institutions of higher education, and authorized corporations are encouraged but are optional with those agencies, private institutions of higher education, and corporations.

Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Required: Yes Mandatory ResponseNo

RFI Details (cont.)

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|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 9 |
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Charles Key
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Response Comments

Associated Terms:

Purchases by Local Government and Authorized Non-Profit Agencies (SWC) - T500

Authorized Users: Local Governments, Private Non-Profit Institutions of Higher Education and Eligible Non-Profit Agencies

The purpose of this Invitation to Bid/Sourcing Event is to establish a source or sources of supply for all state agencies, local governmental units within the geographic limits of the State of Tennessee, any private nonprofit institution of higher education chartered in Tennessee, and any corporation which is exempted from taxation under 26 U.S.C. Section 501(c) (3) as amended and which contracts with the Department of Mental Health and Mental Retardation to provide services to the public (T.C.A. 33-2-401 et seq.). The resulting contract will be open to these governments unless a letter is attached to your bid, addressed to the Chief Procurement Officer, requesting exemption to this allowance.

Purchases by local governmental units, private institutions of higher education, and authorized corporations are encouraged but are optional with those agencies, private institutions of higher education, and corporations.

Please list the following information regarding your

company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory ResponseNo

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|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 10 |
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Response Comments

Associated Terms:

Vendor Contract Administrator

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

RFI Details (cont.)

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| Event ID | Format | Type | Page |
|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 11 |
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| 1 | 5 | | |
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|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 12 |
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United States

Contact: Charles Key
Phone: 615/741-1433
Email: charles.key@tn.gov

Bidder Information

| | | |
|--------------------------|-------------------|--------------|
| Firm Name: | | |
| Name: | Signature: | Date: |
| Phone #: | Fax #: | |
| Street Address: | | |
| City & State: | Zip Code: | |
| Email: | | |

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|-------------------------|-------------------------|------|------|
| 32110-0000010027 | RFI | RFx | 13 |
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Appendix B - Terms & Conditions

1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal. If the information will be submitted in writing please mail to the following address: Department of Finance and Administration 312 Rosa L. Parks Ave. 21st Floor Tennessee Tower ATTN: Supplier Maintenance Nashville, TN 37243
3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016