

# RFI Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011545	RFI	RFx	1
Event Round	Version		
1	1		
Event Name	SWC225 Equipment, Highway and Heavy		
Start Time	Finish Time		
04/21/2021 13:00:00 CDT	04/27/2021 13:00:00 CDT		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** General Services - CPO  
312 ROSA L PARKS AVE  
3rd Floor  
NASHVILLE TN 37243  
United States  
**Contact:** Michael Neely  
**Phone:** 615.741.5971  
**Email:** michael.t.neely@tn.gov

## Event Description

PRE-RESPONSE 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

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Title: SWC225 Equipment, Highway and Heavy  
-Statewide Contract for Equipment-Highway and Heavy  
Date: April 27, 2021  
Time: 1:000 PM Central Time Location: MS Teams Meeting Only Due to Covid-19  
PLEASE DOWNLOAD MS TEAMS PRIOR TO MEETING  
Department of General Services Central Procurement Office Conference  
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 Mike Neely at (615) 741-5971 or Michael.t.neely@tn.gov or call the Central Procurement Office main number at (615) 741-1035.

## Factor Summary

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

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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Question	Response
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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;
- (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 ResponseNo

### Response Comments

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 Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001). 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.)

## PeopleSoft Strategic Sourcing

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32110-0000011545	RFI	RFx	3
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### Response Comments

### Associated Terms:

Authorized Users. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies. The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- Tennessee local governmental agencies;
- members of the University of Tennessee or Tennessee Board of Regents systems;
- 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 Substance Abuse to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users. Note: If "no", attach exemption request addressed to the Central Procurement Officer.

Please enter the number of days, from the bid opening date, after which your bid offer will expire:

Required: Yes Mandatory ResponseNo

### Response Comments

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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### Response Comments

### Question

### Response

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 ResponseNo

### Response Comments

The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent 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 Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:

<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

Required: Yes Mandatory ResponseNo

### Response Comments

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to capture Respondents' assessments of CPO procurement processes. Your responses will remain anonymous, and will have no bearing or consideration on contract award.

<https://www.surveymonkey.com/r/stateoftncpocustomer>

Required: No Mandatory ResponseNo

### Response Comments

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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Event Round	Version		
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Question	Response
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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

### 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.

The bidder shall indicate whether or not they plan to sub-contract

No: The bidder does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s). Attach list of additional subcontractors to the bid, please include the following for each.

List the Sub-Contractor's Name

List the Sub-Contractor's Address

List the Sub-Contractor's Contact Person

List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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1	1		
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### Response Comments

Associated Terms:

#### **Subcontracting**

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

How many days after receipt of purchase order will it take to deliver item(s)?

Required: Yes Mandatory ResponseNo

### Response Comments

The bidder shall indicate their standard warranty period

List the Standard Warranty Period

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

#### **Warranty Period**

Bidder shall indicate their standard warranty period

What is the Brand/Model you are Bidding?

Required: Yes Mandatory ResponseNo

### Response Comments

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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32110-0000011545	RFI	RFx	7
Event Round	Version		
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Question	Response
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Bidder shall enter Catalogs Title and Effective Date of Catalogs Bid.

Required: Yes Mandatory ResponseNo

### Response Comments

Did you submit and attach a list of your Service Representatives and Technicians as listed in the Support Requirements Group 1 and Group 2 as applicable and identified in 2.1.2 of the Specifications?

Required: Yes Mandatory ResponseNo

### Response Comments

Please submit and attach a list of service truck requirement Group 1 and Group 2 as applicable and identified in 2.1.3 of the specifications.

Required: Yes Mandatory ResponseNo

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

### Response Comments

Please submit and attach a letter from the Manufacturer stating you are an Authorized Manufacturer Dealership with Full-Service Facilities as required and identified in 2.1.6 of the Specifications. The letter must also include the location names and addresses of the dealership and service facilities within the State.

Required: Yes Mandatory ResponseNo

### Response Comments

# RFI Details (cont.)

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1	1		
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Question	Response
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Submit and attach a list of your Parts Locations meeting the dollar value as required as identified in 2.1.4 of the Specifications for Group Two.

Required: Yes Mandatory ResponseNo

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

**Response Comments**

Submit and attach a list of all applicable parts drop locations for Group 1 or 2 meeting the requirement as identified in 2.1.5 of the Specifications. If unable to provide this list, please confirm your company shall provide daily overnight direct drop ship delivery to all 22 TDFOT Regional/District garages during business hours

Required: Yes Mandatory ResponseNo

**Response Comments**

Did you attach or supply a Catalog(s) or Catalog(s) Extract, and pricing sheets (if not included in the catalog) for products within the categories for which you're submitting a response? This catalogs may be an actual catalog, an electronic copy (thumb drive or CD), or a web site link.

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: is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency; 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; (c) is the Respondent presently indicted or otherwise criminally or civilly

Required: Yes Mandatory ResponseNo



# RFI Details (cont.)

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32110-0000011545	RFI	RFx	9
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1	1		
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### Response Comments

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

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32110-0000011545	RFI	RFx	10
Event Round	Version		
1	1		
Event Name			
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## Bidder Information

<b>Firm Name:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Phone #:</b>	<b>Fax #:</b>	
<b>Street Address:</b>		
<b>City &amp; State:</b>	<b>Zip Code:</b>	
<b>Email:</b>		

# RFI Details (cont.)

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000011545	RFI	RFx	11
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## Appendix B - Terms & Conditions

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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