



State of South Carolina
EMERGENCY
Request for Proposal
AMENDMENT 1

Solicitation: SCDHEC-TKC-9/22/20
 Date Issued: 9 / 15 / 2020
 Procurement Officer: Tripp Clark
 Phone: 803-898-3485
 E-Mail Address: clarkhc@dhec.sc.gov

DESCRIPTION: **Saliva-based COVID Testing Services**

USING GOVERNMENTAL UNIT: **SC Dept of Health & Environmental Control**

The Term "Offer" Means Your "Bid" or "Proposal". Your offer must be submitted by email to:

clarkhc@dhec.sc.gov

(See Page 3 for Instructions)

THERE WILL BE NO FORMAL BID OPENING

SUBMIT OFFER BY (Opening Date/Time): **9 / 22 / 2020 - 2:30 PM ET** (See "Deadline For Submission Of Offer" provision)

QUESTIONS MUST BE RECEIVED BY: ~~9 / 14 / 2020 5:00 PM ET~~ (See "Questions From Offerors" provision)

NUMBER OF COPIES TO BE SUBMITTED: **One**

CONFERENCE TYPE: **Not Applicable**

LOCATION: **Not Applicable**

DATE & TIME:

(As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions)

**AWARD &
AMENDMENTS**

Award will be posted on **September 24, 2020**. The award, this solicitation, any amendments, and any related notices will be posted at the following web address:

<https://www.scdhec.gov/about-dhec/dhec-procurement-services>

You must submit a signed copy of this form with Your Offer. By signing, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date. (See "Signing Your Offer" provision.)

NAME OF OFFEROR

(full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, i.e., a separate corporation, partnership, sole proprietorship, etc.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

DATE SIGNED

TITLE

(business title of person signing above)

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

PRINTED NAME

(printed name of person signing above)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one) (See "Signing Your Offer" provision.)

Sole Proprietorship Partnership Other _____

Corporate entity (not tax-exempt) Corporation (tax-exempt) Government entity (federal, state, or local)

PAGE TWO

(Return Page Two with Your Offer)

HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)	NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause) _____ Area Code - Number - Extension Facsimile _____ E-mail Address
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PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause) _____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address (check only one)	ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses) _____ Order Address same as Home Office Address _____ Order Address same as Notice Address (check only one)
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ACKNOWLEDGMENT OF AMENDMENTS

Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date						

DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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PREFERENCES - A NOTICE TO VENDORS (SEP. 2009): On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at www.procurement.sc.gov/preferences. **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE: Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

**Preferences do not apply per
South Carolina Consolidated Procurement Code Section 11-35-1524, Part (E)(3).**

_____ In-State Office Address same as Home Office Address _____ In-State Office Address same as Notice Address **(check only one)**

IMPORTANT INFORMATION FOR ALL OFFERORS

If your company is the apparent lowest responsible and responsive bidder you will be required to be registered with the South Carolina Enterprise Information System (SCEIS), if not already registered. This registration is required before a purchase order can be issued.

NOTE: Vendor registration may take up to three (3) business days for creation or updating.

Offeror must follow the new South Carolina Enterprise Information System (SCEIS) vendor registration instructions found at the South Carolina Procurement Information Center website address of: <http://www.procurement.sc.gov/>. If Offeror is registered in the old procurement system, Offerors must register or update their information in the new SCEIS system. Once the registration process is complete, the system will generate a SCEIS vendor user ID and password. The Offeror must keep this information current or the Offeror will not be able to submit future bids.

OFFERORS ENCOUNTERING REGISTRATION PROBLEMS SHOULD CONTACT:

DSIT Help Desk (803) 896-0001 Select Option 1 then Option 2
Monday – Friday 8:00 AM – 4:30 PM

Offeror instructions can be found at:

<https://procurement.sc.gov/vendor/submitting-offers>

NOTE: REFER TO VENDOR RESISTRATION MANDATORY (JAN 2006) CLAUSE listed under Section II. INSTRUCTIONS TO OFFERORS – A. GENERAL INSTRUCTIONS

INSTRUCTIONS FOR OFFERORS SUBMITTING HARD COPY BIDS

1. Offerors shall submit their bid in pdf format by email to Tripp Clark, clarkhc@dhec.sc.gov.
2. The email subject line must have “**SCDHEC-TKC-9/22/20**”.
3. Offerors shall submit one (1) copy.

PLEASE NOTE THAT IF TERMS AND CONDITIONS ARE OBJECTED OR QUALIFIED OR OFFEROR INCLUDES ADDITIONAL TERMS AND CONDITIONS TO BE CONSIDERED, THE OFFER WILL BE DEEMED NON-RESPONSIVE AND WILL BE ELIMINATED FROM FURTHER CONSIDERATION.

IF YOU QUALIFY YOUR OFFER WITH A STATEMENT SUCH AS, “THIS IS NOT AN OFFER”, THE OFFER WILL BE DEEMED “NON-RESPONSIVE” AND REMOVED FROM FURTHER CONSIDERATION.

**AMENDMENT NO. ONE
EMERGENCY REQUEST FOR PROPOSALS – SCDHEC-TKC-9/22/20**

Description: Saliva-based COVID Testing Services

AMENDMENTS TO SOLICITATION (JAN 2004)

(a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: www.procurement.sc.gov (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged. [02-2A005-1]

QUESTIONS FROM OFFERORS – AMENDMENT (JUN 2017)

THE SOLICITATION IS AMENDED AS PROVIDED HEREIN. INFORMATION OR CHANGES RESULTING FROM QUESTIONS WILL BE SHOWN IN A QUESTION-AND-ANSWER FORMAT. ALL QUESTIONS RECEIVED HAVE BEEN REPRINTED BELOW. THE “STATE’S RESPONSE” SHOULD BE READ WITHOUT REFERENCE TO THE QUESTIONS. THE QUESTIONS ARE INCLUDED SOLELY TO PROVIDE A CROSS-REFERENCE TO THE POTENTIAL OFFEROR THAT SUBMITTED THE QUESTION. QUESTIONS DO NOT FORM A PART OF THE CONTRACT; THE “STATE’S RESPONSE” DOES. ANY RESTATEMENT OF PART OR ALL OF AN EXISTING PROVISION OF THE SOLICITATION IN AN ANSWER DOES NOT MODIFY THE ORIGINAL PROVISION EXCEPT AS FOLLOWS: UNDERLINED TEXT IS ADDED TO THE ORIGINAL PROVISION. STRICKEN TEXT IS DELETED. [02-2A097-1]

CHANGES TO THE ORIGINAL SOLICITATION

Page 12, Part IV. Information for Offerors to Submit

Item 4.4.1, as highlighted below, is added:

- 4.1. Provide Business Proposal, to include proposed / offered prices and price structure.
- 4.2. Provide narrative of Offeror’s capacity and ability to collect samples;
- 4.3. Provide narrative of Offeror’s ability to report electronically to DHEC;
- 4.4. Provide narrative of Offeror’s capacity and ability to provide services offered. Describe your proposed processes in detail.
- 4.4.1. Provide the results of your in-house methodology validation, to include results from your in-house sensitivity, specificity, positive predictive and negative predictive values**
- 4.5. Provide statement of availability for participation in future vaccination program and provide COVID vaccine (when available) and/or Flu and other specified vaccines.
- 4.6. If service is offered, provide narrative of Offeror’s ability to bill patient’s insurance for eligible claims and then bill DHEC for those not covered.
- 4.7. If responding to Lot 2, Self-administered testing, provide details on the shelf-life and environmental requirements for the kits proposed.
- 4.8. Provide Signed and Dated signature page of the Business Associate Agreement (Page 34). A fully executed Agreement will be submitted to the awarded Offerors with a Purchase Order.
- 4.9. Because of the emergency nature of this opportunity and the short timeframe in which offers and information is being submitted, evaluated, and ultimately awarded, brevity is essential. Offerors are strongly encouraged to limit their proposal to not over 15 pages for each lot offered.

The following prospective offeror question and agency response is hereby incorporated into the solicitation:

Question 1: *Are you expecting services to be turn key for entire process on Sept 24 or can we build collection capacity early on through a feasible plan?*

Answer: We do not expect full capacity would be needed on Sept 24. It is reasonable to assume a short build up and deployment of resources would be necessary based on the scale of operations we would require.

Question 2: *Considering that currently there are no approved FDA EUAs for unsupervised self collection of samples (saliva or others) for COVID testing, can we respond to offer 2 without the EUA in place, if we have a feasible plan to get the EUA for self-collection in the short term?*

Answer: That is acceptable as long as you have self-validated your testing laboratory per the open source protocols that are available. Stronger consideration will be given to those with EUAs in place or in process over those who have only self-validated.

Question 3: *Can we propose to offer saliva testing capacity through offer 1, without turn key collection?*

Answer: Page 10, Scope of Work says, "There will be two lots in this solicitation. Vendors may offer proposals of either or both lots. Lot 1 will be for complete turn-key testing services at testing events. Lot 2 will be for self-administered testing." Vendors may offer for either or both lots. Turn-key collection is a part of lot #1.

Question 4: *In either offer 1 or 2, do we choose where community collection occurs or does DHEC? (e.g., do we have to make the services available anywhere in the state or can we be limited to areas within a certain broad geographic region?)*

Answer: Service placement would be at the direction of DHEC, with equitable distribution of testing services in all regions and all areas of the state. Saliva based testing must be offered to as many of our citizens as possible regardless of status or geographical location.

Question 5: *Can you please provide either an "Editable PDF" or a "Word Document- saved as a form" so that we may complete the fields OF PAGES 1&2 electronically?*

Answer: Yes. The PDF already available is not locked and can be edited with PDF editing software (e.g. Adobe Acrobat Pro). We will add a Word version of pages 1 and 2 for additional functionality.

Question 6: *Actual pricing information is to be submitted along with pages 1 & 2 in the form of a "Business Addendum".... Correct?*

Answer: Yes, your pricing should be listed in the business proposal.

Question 7: *Do you intend to offer (1) blanket PO that will cover all "Kit Costs" & "Laboratory Testing Services" regardless of location?*

Answer: We do expect to issue blanket purchase orders to the awarded vendor(s) that will include the various elements of the awarded and agreed upon pricing. Payments will be based on actual goods received and services delivered.

Question 8: *Do you require a separate Invoice that represents each "Testing Site" or can we send (1) consolidated Monthly Invoice that references quantities for each location?*

Answer: Monthly invoicing is actually strongly preferred. Invoicing must contain adequate detail so that it can be matched back to the purchase order and validated against actual goods received and services delivered.

Question 9: *I can identify the Location of the Testing Sites by Code and/or by Name... will that meet your "Location of Testing Site" objective?*

Answer: If you are referring to the site reference on the invoice, yes, this should be adequate so long as the site is accurately and adequately described so that DHEC can readily identify the site.

Question 10: *We are expanding our testing capacity & require realistic expectations of Daily, Weekly, Monthly testing volume in order to plan for & avoid any type of "Failure to Perform" due to receiving excessive testing volume/outside of current capacity. How does the state plan to address this potential issue without providing any projected volume information?*

Answer: It should be clearly spelled out in the offerors proposal your maximum current capacity to provide services and expected time frames for additional scaling of operations to avoid any "failure to perform" issues. Also please include any changes in turnaround time that are expected if those times are impacted by volume. Note that it is in the best interest of both DHEC and the contractor to have quick processing and turnaround. We expect to work with the awarded contractors in an ongoing manner to properly match the workload with capacity so that turnaround times can be obtained.

Question 11: *If multiple vendors are selected, how does the State plan on assigning projected testing volume?*

Answer: Tentatively, operations for each vendor will be distributed among the four regions of South Carolina (Low Country, Pee Dee, Upstate, and Midlands) in an equitable manner based on population density. For example, if all vendors are able to supply a total of eight teams, we would assign approximately two teams per region for distribution, assignment, and placement by Regional DHEC Staff. Note that if there are awards to multiple contractors, pricing and efficiency differences between vendors could result in more utilization of the contractors deemed most advantageous to the State.

Question 12: *If the State exercises their right to "TERMINATE FOR CONVENIENCE", what is the minimum amount of notice that would be provided and/or when it becomes effective?*

Answer: There is no minimum amount of time for notice provided in this standard clause (page 22 of the solicitation) however there are provisions within the clause for the contractor to make claim for compensation of expenses. In practice, it is highly unlikely that termination for convenience would be used without giving notice of at least two weeks or through the completion of already scheduled testing events.

END OF AMENDMENT NO. ONE