

Event Details

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	1
Event Round	Version		
1	1		
Event Name	SWC 201 Equipment Rental		
Start Time	Finish Time		
07/13/2016 14:00:00 CDT	08/01/2016 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS

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

United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Description

Version 4: See RFx 9280-9404-9454-9513

See documents for changes:

- 1 SWC 201 Equipment Rental Terms and Conditions ITB 32110-9570 V4
- 2 SWC 201 Equipment Rental Specifications- ITB 9570 V4
- 3 SWC 201 Equipment Rental Update of Changes ITB 9570 V4
- 11 Question and Answer spreadsheet ITB V4.

This event is to bid for a three (3) year with five (5), one-year options to renew contract for Equipment Rental for the State of Tennessee.

* Special note regarding Term of Contract. This is a three (3) year contract term running from August 15, 2016 to August 14, 2019, with five (5) additional one-year options to renew. No new equipment will be rented beyond the end of year five (5) from the resulting contract. The remaining three (3) years of the statewide contract will allow agencies to complete existing rental terms.

Specifications and terms & conditions are attached.

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

The purpose of this Invitation to Bid Event/Source of Supply Event is to establish a term contract (s) to provide the State of Tennessee with the products and services as described in the attached terms and conditions, specifications and price sheet.

A term contract means a contract in which a source or sources for supply are established for a specified period of time at an agreed upon price(s).

If the Review and bid on this event link included in the e-mail notification does not work, please go to

<http://www.tn.gov/generalservices/article/bidder-registration>

Click on the link that says "Register as a Bidder or find Bid Opportunities" and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357.

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Central Procurement Office Website:

<http://www.tn.gov/generalservices/section/central-procurement-office>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

If you have questions, please contact the Solicitation Coordinator, Kelly Johns at 615-741-8852 or Kelly.X.Johns@tn.gov

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	2
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

General Questions

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

How many days after receipt of purchase order will it take you to deliver this item?

0

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;
- (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.

No

Required: Yes Mandatory ResponseNo

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-000009570	Sell	RFx	3
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Technical Assistance

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

List the Name of the Technician/Service Representative

List the Technician/Service Representative Address

List the Technician/Service Representative Phone Number

List the Technician/Service Representative Toll Free Phone Number

List the Technician/Service Representative Pager or Cell Number

List the Technician/Service Representative Email Address

List the Technician/Service Representative Website

Required: Yes Mandatory Response: No

Response Comments

Associated Terms:

Technical Assistance

The vendor/contractor will furnish telephone technical assistance for the type of equipment or services requested within the time frame listed in the attached specifications following and without additional cost to the state.

Enter the name, address, and telephone number of the technician or service representative in the space provided below.

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".

Yes

Required: Yes Mandatory Response: Yes

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	4
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

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.

Yes

Required: Yes Mandatory ResponseNo

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

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	5
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
 312 ROSA L PARKS AVE
 3rd Floor
 NASHVILLE TN 37243
 United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

encouraged but are optional with those agencies, private institutions of higher education, and corporations.

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

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.

All bidders are required to have an adequate service organization for which the bid is applicable. Enter the name, address, telephone, pager or cell phone and fax number, email address, and area of responsibility for each service representative in the spaces provided below. (Attach additional sheet if necessary) Please be sure to include the following information:

- List the Service Organization:
- List the Service Organizations Address:
- List the Area(s) in TN that the Service Organization will Service:
- List the Service Organizations Phone Number:
- List the Service Organizations Toll Free Number:
- List the Service Organizations Pager or Cell Phone:
- List the Service Organizations Fax Number:
- List the Service Organizations Email Address:
- List the Service Organizations Website:

Required: Yes Mandatory ResponseNo

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	6
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Provide pricing to this solicitation on the attached SWC 201 Pricing spreadsheet and include as an attachment in Edison.

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**

Do all proposed pieces of rental equipment meet all the requirements laid out in the specifications document?

Yes

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

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	7
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Please list all locations that will be used in service of the contract include full address and contact information.

Required: Yes Mandatory ResponseNo

Response Comments

Per Specifications Section C - rental specifications I., please verify that your company is either a manufacturer's authorized dealer or a full-service rental company.

Required: Yes Mandatory ResponseNo

Response Comments

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

0

Required: Yes Mandatory ResponseNo

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.

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	8
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Question	UOM	Best	Worst	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.

Yes

Required: Yes Mandatory Response:Yes

Response Comments

Please list the following for all licenses and permits required by federal and state law.

- List the Type of License
- List the Name on the License
- List the License Number
- List the Expiration Date

Required: Yes Mandatory Response:No

Response Comments

Associated Terms:

Licenses (Listings):

A bidder must have all licenses and permits required by federal, state and local laws for performance of this contract. List the date and description of each in the space provided below.

Service Experience, Time in Business, Contracts
List the Length of Time Your Company has been in Business. A bidder must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the Description of Services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

- Comparable Contract
- List Name/Address of Comparable Contract
- List the Contact Person
- List the Phone Number
- List the Contact Person's Email Address.

Required: Yes Mandatory Response:No

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	9
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS

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

Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Response Comments

Question	UOM	Best	Worst	Response
----------	-----	------	-------	----------

Will your company accept the State's Purchasing Card (P-Card) as a form of payment under this Statewide Contract?

Required: Yes Mandatory ResponseNo

Response Comments

A link to the Central Procurement Office's surveying tool is available AT <https://www.surveymonkey.com/s/CPOCustomerServiceSatisfactionSurvey>.

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's 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: Yes Mandatory ResponseNo

Response Comments

Iran Divestment Act. 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 bidder is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

Yes

Required: Yes Mandatory Response:Yes

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	10
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	11
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Event Currency: US Dollar
Bids allowed in other currency: No

Line Details

Line: 1	Item ID:	Line Qty: 1.00	UOM: Each	No Bid: <input type="checkbox"/>	Bid Qty: <input type="text" value="1"/>
Required: No		Reserve Price: No			

Description: Dummy Line: Do not bid here. Please bid on the attached Price Response sheet

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>
Required: Yes Mandatory Response: No				

Response Comments

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	12
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time		Finish Time	
07/13/2016 14:00:00 CDT		08/01/2016 14:00:00 CDT	

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Bidder Information

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

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	13
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time	Finish Time		
07/13/2016 14:00:00 CDT	08/01/2016 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

Appendix A - Line Specifications

Line: 1 Item ID: Line Qty: 1 UOM: Each
Description: Dummy Line: Do not bid here. Please bid on the attached Price Response sheet

Item Specifications

Manufacturer:		Item Height:	0
Mfg Item ID:		Dimension UOM:	
Item Length:	0	Volume UOM:	
Item Width:	0	Weight UOM:	
Item Volume:	0	Item Color:	
Item Weight:	0		
Item Size:			

Shipping Information

Schedule:	1	Ship To:	
Quantity:	1		
Due Date:	07/03/2016		
Freight Terms:			
Ship Via:			

Event Details (cont.)

PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32110-0000009570	Sell	RFx	14
Event Round	Version		
1	1		
Event Name			
SWC 201 Equipment Rental			
Start Time	Finish Time		
07/13/2016 14:00:00 CDT	08/01/2016 14:00:00 CDT		

Event Currency: US Dollar
Bids allowed in other currency: No

Bidder: PUBLIC EVENT DETAILS
Submit To: General Services - Purchasing
312 ROSA L PARKS AVE
3rd Floor
NASHVILLE TN 37243
United States
Contact: Kelly A Johns
Phone: 615/741-8852
Email: kelly.x.johns@tn.gov

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 he/she is a legal citizen of the United States or Permanent Resident Alien and 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: 04/30/2016