

SEN-013 14/15 – INK AND TONER IMAGING SUPPLIES

ADDENDUM NUMBER 1

QUESTIONS AND ANSWERS

QUESTION 1

If a company sells only remanufactured cartridges or only OEM cartridges or both how can this be represented since there is only one chart in Annex B?

ANSWER 1

The chart in Annex B is used for evaluation purposes only. A more detail list will be supplied by the successful supplier after contract award.

QUESTION 2

If a company is a distributor of certified cartridges how can we show this?

ANSWER 2

It can be included in your introduction letter.

QUESTION3

ANNEX A - Statement of Requirement - Delivery of Goods 6.2 states that the deliveries lead time for all goods in the National Capital Region are required within 24 hours. The Mandatory Criteria M4 states the bidder must be capable of meeting the delivery lead time detailed in the Statement of Requirement. However, the Evaluation Criteria R3 Delivery Service Options states a different set of delivery criteria with allocated evaluation points. Would you please confirm what the mandatory requirement is for the delivery of goods for RFP SEN-013 14-15 Ink & Toner Imaging Supplies, and the associated evaluation points?

ANSWER 3

The mandatory requirement for the delivery of all goods in the National Capital Region is 24 hours of order placement as stated in the Statement of Requirements.

For the rated criteria number 3 Delivery Service Options, you get point for each delivery times you can meet as listed in the criteria.

QUESTION 4

Could you provide the Basis of Payment item list in Excel format? ANNEX B in the PDF does not contain a field for unit cost.

ANSWER 4

Yes. Document will be sent out with the Addendum.