



Questions

Request for Proposal RFP# ELCMDM2017-07 Office Supplies ITN

Please be advised all questions are keyed as submitted

1. Printers are listed in both ITN's. Is there a different need for printers in each of the bids?

Answer: Yes

2. Typically, price points are based on quantity. It appears that each of these bids are of a catalog of products with no specific quantity. Is the intent to have an established catalog and price point, so end users can purchase products as needed throughout the fiscal year? If the above is incorrect, can we get quantities or estimated quantities?

Answer: The above is correct. We are not sure of the quantities at this stage. Individual item prices would be better.

3. There does not seem to be any request for toner or other printer related consumables. How does the Coalition intend to procure supplies for printers?

Answer: Yes, we are also requesting toner; this is part of the office consumables. Quote consumables as well.

4. There are no specifications for the types of printers other than color or black and white. Does the Coalition want all prices for all printers in an respondent's product line?

Answer: We prefer B.W

5. Can a respondent include only certain (not all) categories in their bid submission to be deemed responsive? I.e., respond with printer and related products only.

Answer: Yes, the proposer may include any items they would like or submit a catalog.

6. How does the Coalition procure these products today? I.e, which contract(s) is(are) used.

Answer: Purchase orders per office.

7. Please supply me with the quantities so that we may respond with pricing.

Answer: Each office locations need's will vary due to the needs of the staff at each location.

8. Can this be considered under a Top XXX number of products and categories based on historical spend of ELC or similar size organizations?

Answer: We are not sure what you mean by “Top XXX” number of products and categories, these particular products are considered top categories for our organization.