August 25, 2023

**Clarification I: Question and Answer**

**Ref: Bid #223-43 – Air Filters**

Grand Valley State University has received the following questions in regard to our request for proposal(s) for Air Filters. Please reference questions and answers listed below.

**Question 1:** Is this bid for supply and installation/services?

**Answer:** Supply only. If yes, can the vendor bid to supply the product without providing the installation/services? N/A

**Question 2:** Can the vendor follow up with the questions that were not answered or ask more questions for the answers that were unclear after the deadline has passed?

**Answer:** Not after the request for proposal deadline

**Question 3:** Do you accept the full case?

**Answer:** Yes

**Question 4:** Will this be awarded to more than one bidder?

**Answer:** No

**Question 5:** Who is the current incumbent?

**Answer:** FACT

**Question 6:** When was the current incumbent awarded the contract? Can you please provide us with a copy of the current contract?

**Answer:** Not available

**Question 7:** Is this an all-or-none bid?

**Answer:** Yes

**Question 8:** There are a variety of items that do not have a quantity listed. Should bidders quote those filters?

**Answer:** Yes

**Question 9**: Is the shipping going quarterly?

**Answer:** No, as needed

**Question 10:** In the past 12 months, how many shipments have been received?

**Answer:** Approximately 10

**Question 11:** Last year, how many invoices did you have?

**Answer:** No information available

**Question 12:** What was the contract amount spent last year?

**Answer:** Information not available

**Question 13**: What was the total final bid for the previous winning bidder?

**Answer:** Information not available

**Question 14:** What is the expected number of shipments per year for each location?

**Answer:** Approximately 12

**Question 15:** How many different "ship to" locations are required?

**Answer:** 2

**Question 16:** If multiple ship to locations are required, please provide a list of each "Ship To" location address.

**Answer:** (1) DeVos Center 401 W Fulton, Grand Rapids, MI (2) Raleigh j Finkelstein Hall 500 Lafayette Av NE, Grand Rapids, MI

**Question 17:** Can freight be charged on a per shipment basis?

**Answer:** No, All fright, shipping and delivery charges to be included in your bid prices

**Question 18:** Can freight terms be Prepaid and added to invoice?

**Answer:** All fright, shipping and delivery charges to be included in your bid prices

**Question19:** Is a liftgate or forklift required for delivery?

**Answer:** No

**Question 20:** Do you have a warehouse for the delivery?

**Answer:** No

**Question 21:** Can you please provide us with the list of delivery addresses?

**Answer:** (1) DeVos Center 401 W Fulton, Grand Rapids, MI (2) Raleigh j Finkelstein Hall 500 Lafayette Av NE, Grand Rapids, MI

**Question 22:** Will the department provide a separate line item for freight?

**Answer:** No, all fright, shipping and delivery charges to be included in your bid prices

**Question 23:** Are the samples required at the time of the bid? If yes, where and when samples are needed? N/A

**Answer:** No

**Question 24:** Can the vendor follow up with the questions that were not answered or ask more questions for the answers that were unclear after the deadline has passed?

**Answer:** Not after the request for proposal deadline

**Question 25:** What frequency would these filters be purchased?

**Answer:** As needed/ monthly

**Question 26:** Total quantity in a one-time purchase, quarterly purchases, monthly purchases?

**Answer:** Varies

**Question 27:** regarding MARV ratings for the following air filters:

**Answer:** 10X24X1 MERV 10

**Answer:** 14X20X2 MERV 10

Thank you for your participation,

Valerie Rhodes-Sorrelle, C.P.M.

Vendor Relations Manager

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