


<b>INVITATION TO BID</b>		<b>BID DUE DATE AND TIME</b>	
BOARD OF SUPERVISORS OF LOUISIANA STATE UNIVERSITY AND AGRICULTURAL & MECHANICAL COLLEGE		<b>06/06/2024 11:00 AM CT</b>	
<b>SOLICITATION RFQ-0000002230</b> <b>SUPPLIER #</b> <b>SUPPLIER NAME AND ADDRESS</b> <div style="border: 1px solid black; height: 100px; width: 100%; margin-top: 10px;"></div>		<b>RETURN BID TO</b> lsubids@lsu.edu  <b>Buyer</b> Erica Pino <b>Buyer Phone</b> <b>Buyer Email</b> epino2@lsu.edu <b>Issue Date</b> 05/09/2024	
<b>TITLE: REBID LSU PMAC Facility - Custodial Services - Term Contract</b>			
Addendum 02: Notice is given to all parties that this Solicitation is amended by the University as stated herein. This Addendum is hereby made an official part of this solicitation. See attached Supplier Inquiries and Responses.			
<p style="text-align: center;"><b>To Be Completed By Supplier</b></p> <ol style="list-style-type: none"> <li>_____ "No Bid" (sign and return this page only).</li> <li>_____ My Company does not wish to receive future solicitations for this spend category.</li> <li>Specify your Delivery: To be made within _____ days after receipt of order.</li> <li>If applicable, Supplier's Addendum Acknowledgement/Response: As an authorized agent/signatory of the supplier, I/we acknowledge receipt of this Addendum, and _____ submit no alterations/clarifications to our original bid. _____ submit superseding revisions/clarifications to our original bid as written herein or attached hereto.</li> </ol> <p style="text-align: center;"><b>General Instructions to Suppliers</b></p> <ol style="list-style-type: none"> <li>Sealed bids for furnishing the items and/or services specified are hereby solicited, and will be received by LSU Procurement at the "Return Bid To" address stated above, until the specified due date and time.</li> <li>Read the entire solicitation, including all terms, conditions and specifications.</li> <li>All bid information and prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit price are to be initialed by the supplier.</li> <li>Bid prices are to be quoted FOB LSU/Destination and inclusive of any and all applicable shipping and handling charges unless otherwise specified in the solicitation. Any invoiced delivery charges not quoted and itemized on the LSU purchase order are subject to rejection and non-payment.</li> <li>Payment is to be made within 30 days after receipt of properly executed invoice, or delivery and acceptance, whichever is later.</li> <li>By signing this solicitation, the supplier certifies compliance with all general instructions to suppliers, terms, conditions and specifications; and further certifies that this bid is made without collusion or fraud.</li> </ol>			
<b>SUPPLIER NAME</b>		<b>MAILING ADDRESS</b>	
<b>AUTHORIZED SIGNATURE</b>		<b>CITY, STATE ZIP</b>	
<b>PRINTED NAME</b>		<b>PHONE #</b>	
<b>TITLE</b>		<b>FAX #</b>	
<b>E-MAIL</b>		<b>FEDERAL TAX ID #</b>	

Solicitation 000002230

Addendum 02

Q1) Can we use the experiences and references from our employees we would hire for this project? I have been in business for 1 year have yet to acquire a large space comparable to this project. Would this be acceptable?

A1) No. The Supplier must have been registered with the state of Louisiana for a minimum of five (5) years providing commercial office space custodial services.

Q2) Since this is an Invitation To Bid, will the contract be awarded to the lowest cost provider?

A2) Award will be made to the lowest responsible and responsive supplier.

Q3) Where are contractor employees allowed to park? How much do parking passes cost per each per month?

A3) See #7. Supplier Parking on the LSU Campus- Permits & Gate Passes in the LSU Term Contract – Terms and Conditions document included in the solicitation.

Q4) What are the uniform requirements for contractor employees?

A4) See Section 6.10 Uniforms in the specifications.

Q5) LSU provides all consumable supplies, janitorial supplies, small tools, and equipment to perform the cleaning activities outlined in the scope of work, correct?

A5) Yes

Q6) If a contractor employee calls out or doesn't show up for their shift, how quickly does LSU expect a replacement employee to be on-site?

A6) The expectation is for all work to be completed within the required timeframe stated in the solicitation. A replacement would be needed ASAP to ensure timely completion of work.

Q7) Are contractor employees allowed to work past 12:30pm if approved by LSU?

A7) No

Q8) Does LSU provide radios for contractor employees?

A8) No. All communications equipment is the responsibility of the Supplier. The working supervisor must have a cell phone to communicate with the LSU Athletics Facilities representative. It is the Supplier's responsibility to provide any necessary communications equipment for internal communication between its employees.

Q9) How do contractor employees gain access to the PMAC and other secure/locked areas inside the PMAC?

A9) They will be added to our Card swipe finger print system.

Q10) Will the LSU 2 employees still work alongside of the contract workers and supervisor?

A10) No

Q11) What's the sq.ft of the contract cleaning area?

A11) See Attachment D- PMAC Square Footages included in the solicitation.

Q12) What's the total square foot of cleaning area for the bid?

A12) See Attachment D-PMAC Square Footages included in the solicitation.