



# SPARTANBURG COMMUNITY COLLEGE

Solicitation Number SCC - 328  
 Date Issued 07/24/15  
 Procurement Buyer Tami Steed  
 Phone (864) 592-4671  
 E-Mail Address [steedt@scsc.edu](mailto:steedt@scsc.edu)

## Request for Proposal Amendment #1

DESCRIPTION: Institutional Effectiveness Software Solution

USING GOVERNMENTAL UNIT: **SPARTANBURG COMMUNITY COLLEGE**

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY (Opening Date/Time): **08/05/15 by 2:00 p.m.**

QUESTIONS MUST BE RECEIVED BY: **07/29/15 by 2:00 p.m.**

NUMBER OF COPIES TO BE SUBMITTED: **(1) One Original Copy, (9) Nine Identical Copies (marked "copy"), and (1) One Redacted Copy (marked "redacted").**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:  
 Spartanburg Community College  
 Attn: Tami Steed  
 REFERENCE BID #SCC-328  
 P.O. Box 4386  
 Spartanburg, SC 29305

PHYSICAL ADDRESS:  
 Spartanburg Community College  
 Purchasing Office  
 REFERENCE BID #SCC-328  
 Ledbetter Building Room 238  
 Spartanburg, SC 29303

CONFERENCE TYPE: **NONE**  
 DATE & TIME:

LOCATION:

AWARD &  
AMENDMENTS

Award will be posted at the Physical Address stated above on **8/28/15**. The award, this solicitation, and any amendments will be posted at the following web address:  
<http://www.scsc.edu/vendors>

You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>		OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small> <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>		
TITLE <small>(Business title of person signing above)</small>		
PRINTED NAME <small>(Printed name of person signing above)</small>	DATE SIGNED	

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION (If offeror is a corporation, identify the state of Incorporation.)

TAXPAYER IDENTIFICATION NO.

**PAGE TWO**

<b>HOME OFFICE ADDRESS</b> (Address for offeror's home office / principal place of business)	<b>NOTICE ADDRESS</b> (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)
	_____ Area Code - Number - Extension                  Facsimile _____ E- mail Address

<b>PAYMENT ADDRESS</b> (Address to which payments will be sent.) (See "Payment" clause)	<b>ORDER ADDRESS</b> (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)
_____ Payment Address same as Home Office Address _____ Payment Address same as Notice Address <b>(check only one)</b>	_____ Order Address same as Home Office Address _____ Order Address same as Notice Address <b>(check only one)</b>

<b>ACKNOWLEDGMENT OF AMENDMENTS</b>							
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)							
Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<b>DISCOUNT FOR PROMPT PAYMENT</b> (See "Discount for Prompt Payment" clause)	10 Calendar Days (%)	20 Calendar Days (%)	30 Calendar Days (%)	_____ Calendar Days (%)
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**(Return Page Two with Your Offer)**

**Amendment #1**  
**Request for Proposal # SCC-328**

AMENDMENTS TO SOLICITATION (JANUARY 2006) (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://www.sccsc.edu/Vendors> . (b) Offerors shall acknowledge receipt of any amendment to this solicitation (1) by signing and returning the amendment, (2) by identifying the amendment number and date in the space provided for this purpose on Page Two, (3) by letter, or (4) by submitting a bid that indicates in some way that the bidder received the amendment. (c) If this solicitation is amended, then all terms and conditions which are not modified remain unchanged.

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On the Cover Page of the solicitation, "SUBMIT OFFER BY (Opening Date/Time)" is changed to August 5, 2015, at 2:00 PM.

On the Cover Page of the solicitation, "QUESTIONS MUST BE RECEIVED BY" is changed to July 29, 2015 by 2:00 PM

**END OF AMENDMENT 1**