

ADDENDUM 1

BID 17-027MG-KM

Athletic Equipment and Related Goods

**Bid Submission Deadline: November 8, 2016
2:00 PM Local Time**

October 24, 2016

This Addendum contains:

- Submitted questions and responses regarding BID 17-027MG-KM, Athletic Equipment and Related Goods

ACKNOWLEDGMENT OF ADDENDUM

This Acknowledgement must be completed and included with the Offeror's BID Submission. See Bid Submittal Requirements and Checklist, Page 25. If completed Acknowledgement of Addendum is not received, the Bid may be considered non-responsive and may be rejected.

Company/Firm Name

Signature

Date

**Marilee P. Gallacher, SPSM
Senior Buyer
Albuquerque Public Schools
Procurement Department**

BID 17-027MG-KM Athletic Equipment and Related Goods

QUESTIONS AND ANSWERS

1. Is there a specification or description of what products under Athletic equipment & related goods the District is looking for?

Answer: *The bid is for equipment used for competitive sports, PE classes, extracurricular activities, etc., by the coaches, players, and students. Items to include but not limited to: balls, bats, rackets, basketball carts, basketball hoop nets, pitching machines, volleyball nets, protective padding, helmets, football down markers, swimming goggles, golf clubs, golf balls, track and field equipment, such as starting blocks, hurdles, batons, high jump and pole vault equipment, parachutes (used in PE classes), indoor/outdoor games for elementary PE classes, etc.*

2. Does this bid include all gymnasium equipment – bleachers, divider curtains, backstops, etc? Does it include outdoor equipment like basketball backstops, shade canopies, running tracks, artificial turfs and/or tennis courts?

Answer: *No. The bid is not for facilities, venue and building equipment, i.e. bleachers, scoreboards, tracks, turf, etc.*

3. Our company offers multiple manufactures that offer some of the same goods. Do we need to submit a separate bid for each company we are offering (Page 6, Item 27)?

Answer: *No. Many vendors offer goods from multiple manufacturers. It is not necessary to submit a bid for each line of products per manufacturer. Submit one bid to include all products offered by your company, regardless of manufacturer.*

4. Are the catalogs to be included on the electronic copy referred to in General Instructions, Paragraph 10, Page 4?

Answer: *Catalogs are not to be included in the electronic copy referred to in General Instructions, Paragraph 10.*

See Bid Submittal Requirements and Checklist, Page 25, for a detailed list of all items that are to be included in the bid and in electronic format.

However, if available, an electronic copy of the product catalogs and/or price lists are to be submitted on a separate electronic device (i.e. travel drive or CD).

5. What is the difference between Item 6 – Overall Catalog Discount and Item 7 – Individual Price List Discount, of the Offer Submission Form, pages 15-16?

Answer: *If you offer a flat percent discount on all offered products, indicate that percentage discount on Offer Submission form, Item 6. However, if the discount varies by manufacturer, please give the discount detail on Item 7, as instructed.*

6. What if an item in the Offer Submission Form doesn't apply to our offer?

Answer: *Please enter a response of NA for any items that are not applicable to your offer.*

7. When supplying the List or MSRP pricing, could we attach the Manufacturer's price list with logo from each company, then put the percentage off on a separate document attached to, or prior to, the Price List?

Answer: Yes. Per Item 7 on the Offer Submission Form, please list the authorized product lines or manufacturers, using additional pages. Pages with the Manufacturer's logo is acceptable. A separate document detailing the discounts is also acceptable, per Item 7.

8. If we do not have a catalog, could we supply the Manufacturer's catalog/brochure with the bid?

Answer: Providing the Manufacturer's catalog is acceptable. Include the discount detail per catalog, as instructed in Item 7 of the Offer Submission Form. In addition to hard copies of Catalogs/Price Lists, see also the Bid Submittal Requirements, Page 25, the last item on the checklist, regarding electronic copies of Price Lists and/or Catalogs, if available.