

Invitation for Bid Custodial Supplies
IFB 0321-2
Questions and Answers

April 30, 2021

Q1. Is the bid an all or nothing award? Are we able to bid on some but not all?

A1. As per bid section II, Scope of Work, A. General Requirements, 2, bidders are required to provide pricing for, “a. Pricing for custodial supply list,” and, “b. Minimum percentage discount off the Manufacturer Suggested Retail Price for all other custodial, green products, industrial and other supplies not listed on the Library’s custodial supply list.”

In addition, as noted in Section II, Scope of Work, the Library anticipates on making multiple awards with a Primary Awarded Firm.

Q2. The bid specifies Spartan brand chemicals. Is a comparable alternative acceptable?

A2. Yes, alternatives may be offered and product information can be included in the appropriate line item of the Pricing Sheet, see bid section II, Scope of Work, General Requirements, number 13. The Library shall have the sole discretion in determining that a proposed alternate in an acceptable equivalent.

Q3. For installation of the dispensers, will that be the responsibility of awarded bidder or of Queens Public Library?

A3. Bidders are to read and become familiar with all of the requirements of the bid with special attention to bid section II, Scope of Work, and additional attention to section B. Specifications for Restroom Paper and Soap Dispensers, which states in part:

1. The Successful Bidder shall agree to either continue to supply Kimberly Clark paper products and soap to fit in the current dispensers or propose an alternate product. The Library has the sole discretion to accept or reject proposed alternates. If the alternate product offered does not fit into the current dispensers the Successful Bidder shall at no cost to the Library, replace the dispensers with dispensers that will fit the paper products offered from the alternative manufacturer.

Q4. Are you accepting alternative brands to what’s on bid?

A4. See response to question 2.

Q5. Is it possible you will split the bid award among multiple vendors?

- A5. See response to question 1.
- Q6. Does the Library require any installation for the dispensers?
- A6. See response to question 3.
- Q7. Can I please get the previous year's results for the custodial supplies bid?
- A7. This questions seeks information that is not required to submit a responsive bid.
- Q8. Will chemicals be Spartan or Diversey? The usage lists Spartan but the requested dispensers (J-Fill Duo) are for Diversey chemical dilution.
- A8. See answer to question 2. Additionally, the vendor is responsible for providing J-Fill Duo dispensers, if required due to offer and award of an alternative chemical brand to that specified in the bid.
- Q9. Is there a central delivery/ distribution point or will all locations require separate deliveries?
- A9. As stated in bid section II, Scope of Work, deliveries are to individual locations.
- Q10. Does this sourcing project fall under NYC’s “Woman Owned Business” initiative? We have recently done some business with the NYC Central Procurement Office and that was very important to them.
- A10. No.
- Q11. Is this a General Open Bid or an MWBE opportunity?
- A11. The bid is an open competitive bid.
- Q12. Is this job for procurement only or do you need installation of items?
- A12. See response to question 3.
- Q13. Can you please provide the dimensions of the box on line 81 of the Pricing Sheet?

81	42CT	PRESIDENT CONTAINER INC.	Packaging Materials	#42 CORRUGATED CARTON (25/BUNDLE)
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- A13. Below is the product information from the manufacturer’s catalog for item in question.

Code#	Item#	Size LxWxH	Bundle Count	Unit Count
BXR42*	#42	18x14x10	25	250

<https://www.presidentcontainergroup.com/pip/product/stock-rsc-2/>

- Q14. Is this job for procurement only or do you need installation of items? For soap dispensers would you prefer manual (push) or battery (automatic)? Its not on the bid doc but would you be interested in the Scott24 24hr sanitizing wiper? Maybe not this cycle but in the future?
- A14. See response to question 2. Contracts resulting from this bid allow the Library to request quotes for custodial supplies not listed in the spreadsheet, if and when, the need is identified.
- Q15. Can you please provide the previous bid award? We realize that it is not required, however we would like to deliver a robust response by reviewing and understanding historical data.
- A15. This question seeks information that is not required to submit a responsive bid.
- Q16. May you kindly provide us with previous award bid pricing per item.
- A16. This question seeks information that is not required to submit a responsive bid.