



ADDENDUM NO. 001

CLARIFICATIONS, QUESTIONS AND ANSWERS

REQUEST FOR PROPOSALS

Through this Request for Proposal (RFP), the Rhode Island Commerce Corporation (Corporation) is seeking to engage a qualified vendor to provide furniture, including delivery and installation services, for their office at 315 Iron Horse Way, Suite 101 in Providence, Rhode Island. The scope consists of furnishing several offices, and conference rooms in their existing office. Corporation expects all furniture delivered and installed May 2018.

Question #1: *We are reviewing the RFP for the furniture FF&E. the basis of design does include lines that we are not open to. We are happy to offer “or equal alternates” to the specification. Which would match up in look, quality, and design intent. However, we would like to know if the alternates will be accepted if they meet the spec, or is an exact match preferred over alternates?*

Answer #1: The Corporation will accept substitutions in lieu of fulfilling the basis of design and evaluate them for the following lines only: National Office Furniture & 9-to-5 Seating. To propose a substitution to the base bid, vendors must provide the following information regarding each proposed substitute:

1. Provide manufacturer, model, and pricing in designated columns on Attachment A.
2. Provide line-item breakdown (full bill of materials) for each proposed substitution. This should cover all individual attributes including but not limited to finishes, upholstery grades, and model numbers.
3. Colored cut sheet/brochure of the proposed substitution.
4. A detailed description of how the proposed substitution is equal to the basis of design as well as *how it isn't*. Any difference between the original specification and the proposed specification should be clearly outlined. Attach description directly to colored cut sheet & line-item breakdown.

Please note, proposed substitution **must** be equal or better than the basis of design in all aspects including but not limited to construction, finishes, general aesthetic, specified components, and weight capacity. If the basis of design has not been satisfied in full and the proposed substitutions do not meet the before mentioned criteria, the response will be considered incomplete and the respondent may no longer be considered for the award. If a vendor satisfies the basis of design in full in addition to providing alternates, this comment does not apply.

Question #2: *Could this project be split among vendors or will it be awarded to one (1) supplier?*

Answer #2: As stated in the RFP, “Corporation’s objective is to award the proposal to one vendor. That said, Corporation reserves the right to make awards to multiple vendors on an item-by-item or item group basis.”

Question #3: *I am not exactly sure what an ISBE vendor means. Could you please clarify?*

Answer #3: “ISBE” means a small business enterprise that is owned and controlled by one or more individuals who are women or minorities as defined by R.I. See 150-RICR-90-10-1, “Regulations Governing Participation by Small Business Enterprises in State Purchases of Goods and Services and Public Works Projects”.

Question 4: *Does the 4 copies of the bid need to include 4 copies of all supporting alternate items bid, per item # 4 & 5 under "Scope of Work" ie: 4 color cut brochures or is 1 enough?*

Answer 4: Supporting alternate information needs to be submitted with all 4 copies.

Question 5: *I have perused your website and it appears there are no addendums since the initial listing of this bid which was yesterday? Am I correct?*

Answer 5: Yes, this is Addendum 001.

**** END OF ADDENDUM ****