

ADDENDUM NO. 1

TO THE REQUEST FOR PROPOSALS FOR THE

**Furnish and Delivery of Library Books and Materials
State of Hawaii
Hawaii State Public Library System
HSPLS RFP-19-01**

ISSUED: MARCH 28, 2019

NOTICE TO ALL PROSPECTIVE OFFERORS

This Addendum is hereby made a part for the Request for Proposals ("RFP") and it shall amend said RFP in the following respects.

The following change is hereby made:

1. **CHANGE** the third paragraph of Section 3.4 DISCOUNT PERCENTAGE:

FROM: HSPLS will pay taxes as a separate line on invoices. The GET, currently 4.5% for all sales made on Oahu and 4% for all sales made on the islands of Hawaii, Maui, Kauai, Lanai and Molokai. The GET may be added to the invoice as a separate line item and shall not exceed the current rate for that island.

TO: HSPLS will pay taxes as a separate line on invoices. Currently, the GET is 4.712% for all sales made on Oahu and Kauai, 4.4386% on Hawaii, and 4.1666% for all sales made on the islands of Maui, Lanai and Molokai. The GET may be added to the invoice as a separate line item and shall not exceed the current rate for that island.

2. The following questions were received from prospective Offerors. The Hawaii State Public Library System responses are as follows:

QUESTION #1

We have a question on the GET taxes in the proposal (section 3.4). Our current tax rate is 4.712% for Oahu and we use the same rate for the other islands. Will we need to change the rates for Oahu to 4.5% and for Hawaii, Kauai, Maui, Molokai and Lanai islands to 4.0%?

RESPONSE #1

Currently, the GET is 4.712% for all sales made on Oahu and Kauai, 4.4386% on Hawaii, and 4.1666% for all sales made on the islands of Maui, Lanai and Molokai.

QUESTION #2

Will this bid be awarded to multiple vendors or is the expectation to award to a single vendor?

RESPONSE #2

Award will be made to a single vendor.

QUESTION #3

Is this bid for books only or cataloging and processing as well?

RESPONSE #3

This solicitation is for library books and materials. This solicitation does not request for services other than delivery of the books and materials.

QUESTION #4

Where in the response format should the exceptions be placed?

ANSWER #4

Exceptions should be placed at the end of the proposal. In addition, Offeror should refer to Section 4.4 which states the following:

“Any exception taken to technical requirements, evaluation criteria, or special provisions of the RFP that are submitted with the proposal shall be considered as a condition to the Offerors proposal, which may be negatively affect the evaluation of the Offeror’s proposal or result in the non-consideration of their proposal. The State reserves the right to reject any exceptions listed.”

QUESTION #5

I have been reviewing your RFP and I wanted to see if you can describe the delivery aspect of this RFP? The reason why I am asking is because our company specializes in library delivery service and we do this type of deliveries across the US.

ANSWER #5

This solicitation is for the delivery of books and materials to the respective locations as listed on the purchase order. There is a line item on Offeror Form OF-2 to provide the discount being offered for shipping and handling.

QUESTION #6

Are you looking for one vendor who can purchase these library materials as well as delivery them?

ANSWER #6

Yes



VICKI A. KITAJIMA
Procurement Officer