



Greenville Technical College

**Request for Written
Quotes Amendment#2**

Solicitation Number: GTC-24-08-304RFQ
Life Coach Services for African American Male
Scholars
Date Issued: 8/23/2024
Procurement Officer: Valentina Johnson
Phone: (864) 250-8180
E-Mail Address: valentina.johnson@gvltec.edu

DESCRIPTION: Life Coaching Services for African American
Scholars.

USING DEPARTMENT UNIT: AAMSI – African American Male Scholars Initiative

The Term "Offer" Means Your "Bid" or "Proposal". Solicitation Number must appear on your quote.

SUBMIT YOUR OFFER TO: valentina.johnson@gvltec.edu

SUBMIT BID BY (Opening Date/Time): 8/28/2024 @ 2:00 PM

NUMBER OF COPIES TO BE SUBMITTED: One (1) copy to be e-mailed to valentina.johnson@gvltec.edu

BUSINESS NAME AND CONTACT INFORMATION MUST BE INCLUDED ON THE QUOTE.

Written quotes must be received by **8/28/2024** Offerors must submit a **Supplier Classification Form (included in this document)**, a **current W9** and a **copy of their current Certificate of Insurance with their offer.**

AWARD & AMENDMENTS

Award is scheduled to be posted on **9/02/2024** The award, this solicitation, any amendments, and any related notices will be posted at the following web address: <https://www.gvltec.edu/purchasing/>

By submitting a quote, 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 (full legal name of business submitting the offer)

Any award issued will be issued to, and the contract will be formed with, the entity identified as the Offeror. 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.

AUTHORIZED SIGNATURE

(Person must be authorized to submit binding offer to contract on behalf of Offeror.)

TITLE

(business title of person signing above)

PRINTED NAME

(printed name of person signing above)

DATE SIGNED

STATE VENDOR NO.

(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)

STATE OF INCORPORATION

(If you are a corporation, identify the state of incorporation.)

OFFEROR'S TYPE OF ENTITY: (Check one)

(See "Signing Your Offer" provision.)

- Sole Proprietorship
- Partnership
- Other _____
- Corporate entity (not tax-exempt)
- Corporation (tax-exempt)
- Government entity (federal, state, or local)

NOTICE – AMENDMENT #2

GTC24-08-304RFQ-Life Coach Services for African American Male Scholars

AMENDMENTS TO SOLICITATION (JAN 2004)

All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: www.gvltec.edu/purchasing/

- (a) The Solicitation may be amended at any time prior to opening.*
- (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. [02-2A005-1]*

Following are more questions received and answers:

1. Will the consultant be responsible for providing all materials necessary for the coaching sessions and workshops, or will some resources be provided by Greenville Technical College?

Yes, as the contracted SME the vendor/consultant is expected to provide all materials necessary for the coaching sessions and workshops. Office space and furnishings, along with general presentation support items will be provided. Such items include markers, pens, paper, and presentation projection and audio equipment.