



GARLAND INDEPENDENT SCHOOL DISTRICT

PURCHASING DEPARTMENT

*501 S. Jupiter
Garland, Texas 75042*

July 29, 2025

ADDENDUM 2, RFP #34-26 (176600)

District Furniture

This addendum modifies the original document as listed below and is hereby incorporated to the contract documents. Acknowledge receipt of this addendum by returning the completed and signed form with the solicitation response. Failure to submit the addendum may be used as an evaluated factor.

<u>Questions</u>	<u>Answers</u>
1. In reference to Section 4 of the RFP packet, can you please confirm how we are to handle shipping and installation charges? Are they to be listed as a separate line item during quoting, or are the discounts provided in this proposal to be all inclusive with freight and installation?	1. Shipping and freight may be a separate charge, unless, your company provides FREE shipping and freight on an order above a certain amount, please note on the spreadsheet provided.
2. Is this RFP for helping the district establish some 21st century educational designs for furniture standards?	2. Yes, this RFP includes design services
3. For Oracle bulk load catalogs, do you want all products we are proposing from each tier to be included with all the requested information?	3. Yes, we are requesting that you submit the bulk loader include all items to be included in this proposal and use (Tiered Pricing Spreadsheet) for tiered discount the district may apply to each price range.
4. Is that to be submitted through iSupplier with our response? Please outline instructions on this process.	4. Per the RFP, we are asking for manufacturer discount pricing for the tiers provided as a guidance. The tiered spreadsheet is to be used to provide your best discount offer on furniture for K-12 campus and office needs. The bulk loader is attached (Exhibit A), however, the bulk loader will have to be

	submitted electronically by uploading it to your response in sourcing. If you are submitting a hardcopy, the bulk loader will need to be submitted in an USB or thumb drive.
5. Could you please confirm whether the RFP requires a wet (handwritten) signature, or if an electronic signature is acceptable?	5. Electronic signature is acceptable.
6. We noticed that the RFP specifically calls out for the product literature, but there is no information provided regarding the basis of design. As a result, we are unsure that product or standard we are expected to match. Could you please provide additional details or clarify the basis of design so we can ensure our submission meets the requirements?	6. At this time, the District has not designated a specific product or manufacturer as the basis of design. Vendors are encouraged to propose products that meet or exceed the specifications outlined in the RFP documentation.
7. The tiers don't include classroom/spaces like above, so for the basic order tiers do you want us to do K12 classrooms?	7. Yes, please base your submission with K12 classrooms as the base for pricing your goods.
8. Should the classrooms be separated out into categories? For example: Elementary, Middle and High School?	8. You are free to provide your pricing broken out in these categories but keep in mind, we are looking for the best manufacture discount pricing on all furniture needs which includes for new campuses (remodels) to include a no-charge design team.
9. Are you allowing us to have creative rights for the educational design which focuses on UDL and the 21st century learner?	9. Yes, with no additional charge included.
10. Will this be a district standard or will campuses still have the right to pick furniture that fits with their particular space/needs?	10. Campuses will still have the ability to order their pick of furniture for their needs.
11. Tiered Pricing sheet is password protected - unable to fill how should we proceed?	11. Please see (Exhibit B) with the revised Tiered Pricing spreadsheet to enter your information.
12. Is it acceptable to provide a link with all current manufacturing pricing, line card, attachments with supplier tiered discounts for products offered for each category listed?	12. Links are permitted with styles of furniture your company is offering but the pricing must be entered on the spreadsheet.

13. We are currently unable to meet E-Commerce requirement, so are we still able to submit our proposal if unable to meet the requirement? We are unable to meet the Oracle Bulk Load Catalogs (represent 177+suppliers).	13. All submissions from vendors must have the capability to meet the E-Commerce requirement.
14. Is there a limit for the number of manufacturers submitted or which manufacturers we can submit?	14. No, there is no limit.
15. Are we able to submit multiple discounts for the same manufacturer?	15. Yes, and specify the difference in pricing with the same manufacturer.
16. Can installation be listed as a separate line item or does installation pricing need to be included in the manufacturer discount pricing percentage?	16. Yes, installation can be listed as a separate line item.
17. For Oracle bulk load catalog section, does the excel sheet need to be completed for every sku from all manufacturers that we are submitting?	17. Yes. Additionally, the district may request an updated or multiple bulk loaders depending on the manufacturer as needed.
18. Do the manufacturer discounts for orders over \$5,000 still apply to the quote or what is meant by fixed price?	18. Yes, the manufacturer discounts for orders over \$5,000 is very important, due to plans of remodels of campuses in the coming years. Fixed price should be the original price without discounts.
19. On the tiered pricing spreadsheet, what is expected to be entered in the column labeled "Retail Price"?	19. We have removed the "Retail Price" from the spreadsheet. We will be reviewing for Manufacturer list discount percentages based on the Total Spend Range noted on the spreadsheet.
20. Will the evaluation be based on value on the durability and longevity of use or if the scoring skews more toward upfront cost regardless of long term performance?	20. We are looking for the best manufacture discount price on durable furniture that is more advantageous for the district.
21. Is there any previous award examples or general insights into how similar proposals were scored or selected in the past?	21. Garland ISD has adopted a procedure to submit a request for public information by going to the Garland ISD website: https://garlandisd.net/connect/public-information-requests A request is not properly submitted until it complies with the adopted procedure.

<p>22. Are you requesting a catalog bid with a description of the percentage off, or are you requesting a bid for specific types of tables? If specific tables are requested, we would need the specifications for table requested in order to provide you with a price.</p>	<p>22. We are looking for a catalog bid for all types of furniture (K-12), chairs, desks, tables for classroom, library and office needs. Additionally, we are asking for Manufacturer discounts in the Tiered Pricing Spreadsheet.</p>
---	---

Mayte R. Martinez
 Mayte R. Martinez
 Assistant Director of Purchasing

 Company Name

 Address

 City

 State

 Zip

 Signature

 Title