



OFFICE OF THE SHERIFF

Chad Chronister, Sheriff
Donna Luszczynski, Chief Deputy
Hillsborough County, Florida

January 22, 2020

SUBJECT: Amendment #1 to Bid 2-20 Vending Machine Services

MESSAGE: Please note and acknowledge the following changes or additions to be included in the referenced section(s) of Bid 2-20 to extend the Deadline to Submit Bid:

1. Pages 3, 4 and 22 will be replaced in their entirety, see attached.

Please note that this document hereby becomes part of Bid 2-20 and without this document, the Bid is considered incomplete.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christina R. Porter".

Christina R. Porter, CPA
Chief Financial Officer

CRP/clh

Enclosures

ACKNOWLEDGMENT OF AMENDMENT

We do hereby acknowledge the information and/or changes described in the
Amendment #1 to Bid 2-20.

PLEASE PRINT – Company Name: _____

By: _____

Title: _____

Date: _____

Signature: _____

(Signed Acknowledgment must be included with your Bid Response)

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Appendix I - Vendor Packet (Application, W9, Direct Deposit)	Attached

PROPOSED SCHEDULE OF EVENTS	DATE
BID ADVERTISED / POSTED TO HCSO AND OSD WEBSITE	1/2/2020
DEADLINE TO SUBMIT BID	2/6/2020
AWARD NOTIFICATION TARGET DATE	2/20/2020

**Hillsborough County Sheriff's Office
2008 E. 8th Avenue
Tampa, Florida**

SUBJECT: INVITATION TO BID 2-20

BID TITLE: VENDING MACHINE SERVICES

OPENING DATE & TIME: 2/6/2020 at 3:00 pm.

PLACE: Malcolm E. Beard Sheriff's Operation Center
Financial Services Division, Purchasing Section
2008 E. 8th Avenue, Room 125
Tampa, Florida 33605

Bids will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated.

PART A - GENERAL TERMS AND CONDITIONS:

1. Bids: Must be contained in a SEALED envelope addressed to: Chad Chronister, Sheriff, 2008 E. 8th Avenue, Tampa, Florida 33605. To prevent inadvertent opening, the Bid must be marked as a BID DOCUMENT (including the Bid number, date, and time of bid opening) on the outside of the envelope.

If our specifications, when included, are not returned with your Bid, and no specific reference is made to them in your Bid Response (Part D), it will be assumed that all specifications will be met. When material, sketches, cuts, descriptive literature, company's or manufacturer's specifications which accompany the Bid Response (Part D), contain information that can be construed or is intended to be a deviation from our specifications, such deviation must be specifically referenced in your Bid Response (Part D).

2. Bid Delivery: The responsibility for getting the Bid to the Hillsborough County Sheriff's Office (HCSO) on or before the stated time and date will be solely and strictly the responsibility of the Bidder. The HCSO will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, or any other method of delivery. The Bidder shall be responsible for reading very carefully and understanding completely the requirements in the specifications. Bids will not be accepted after the time specified for receipt. Such bids shall be returned to the Bidder unopened with the notation "This Bid was received after the time designated for the receipt and opening of bids".
3. On-Line Documents: The HCSO is publishing documents on its website <https://teamhcsoc.com> for the convenience of companies wanting to do business with the HCSO and to save tax dollars. This service is public record and the HCSO is responsible only for documents as published. Any modifications or alterations to the original document language may be cause for rejection of a bid.
4. Time for Consideration: Bidders warrants, by virtue of bidding, the prices quoted in their response will be good for an evaluation period of 60 calendar days from the date of bid opening unless otherwise stated. Bidders will not be allowed to withdraw or modify their Bids after the opening time and date.
5. Prices: All bids submitted must show the net bid price after any and all discounts allowable have been deducted. **Prices quoted are to be F.O.B. Destination.** All prices shall include freight (to include manufacturer to distributor), packaging, and any other similar fees. The HCSO is exempt from all state sales, use, transportation, and excise taxes. The HCSO will issue tax exemption certificates to the Awarded Vendor.

Below is an example of the information required on the OUTSIDE of your Bid Package.
You may use this as a label if you wish.

**CHAD CHRONISTER, SHERIFF
2008 E. 8TH AVE
TAMPA FL 33605**

**ATTN: PURCHASING 813-247-8034 or
FINANCIAL SERVICES DIVISION 813-247-8035**

BID PACKAGE SUBMITTAL

From: _____

BID # 2-20

VENDING MACHINE SERVICES

**OPENING DATE/TIME:
February 6, 2020 @ 3:00 PM**