

	<h1>College of Charleston</h1> <h2>Amendment #1</h2>	Solicitation Number	09.32.CW.B.T5
		Date Printed	December 10, 2008
		Date Issued	December 10, 2008
		Procurement Officer	Cynthia Washington
		Phone	843-953-5510
		E-Mail Address	washingtonc@cofc.edu

DESCRIPTION: **ATM Services – Term Contract**

The Term "Offer" Means Your "Bid" or "Proposal".

SUBMIT OFFER BY (Opening Date/Time): **December 17, 2008/2:30PM EDT** See "Deadline For Submission Of Offer" Provision

QUESTIONS MUST BE RECEIVED BY: See "Questions From Offerors" Provision

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original**

Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

USPS MAILING ADDRESS:
 College of Charleston
 Procurement Office
 66 George St
 Charleston SC 29424

PHYSICAL ADDRESS: (COURIER/HAND-CARRY)
 College of Charleston
 Procurement Office Rm B53
 160 Calhoun St
 Charleston SC 29401

See "Submitting Your Offer" provision

CONFERENCE TYPE: DATE & TIME:	LOCATION:
As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	

AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on 12/18/2008 . The award, this solicitation, and any amendments will be posted at the following web address: http://www.cofc.edu/~procure/award_statements.htm
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, 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 <small>(Full legal name of business submitting the offer)</small>	OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small>
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>	<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____
TITLE <small>(Business title of person signing above)</small>	<small>(See "Signing Your Offer" provision.)</small>
PRINTED NAME <small>(Printed name of person signing above)</small>	DATE SIGNED

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. 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.

STATE OF INCORPORATION <small>(If offeror is a corporation, identify the state of Incorporation.)</small>	
TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>	STATE VENDOR NO. <small>(Register to Obtain S.C. Vendor No. at www.procurement.sc.gov)</small>

NOTICE

AMENDMENT NO. 1

AMENDMENTS TO SOLICITATION (JANUARY 2006) (a) The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://www.cofc.edu/~procure/Solicitations.htm>. (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.

This amendment is issued to add requirements listed below and to answer questions submitted. Please use bid schedule issued with this amendment when submitting bid.

Qualifications: Vendor must demonstrate that all personnel who would service this contract for the College of Charleston are professionally prepared to do so and that the vendor has sufficient staff to service the contract.

References:

Please submit a list of three (3) references who can verify vendor's expertise, two of which shall be clients of the vendor. Provide company or agency name, address, telephone number, contact person and duration of contract.

Questions submitted by South Carolina Federal Credit Union

Question #1. Do you know or have an estimate of the number of transactions for the ATM?

College's Response: We are unable to provide that information.

Question #2. Do we have the ability to bid for any additional locations?

College's Response: At this time our other ATM locations are under contract. Should they become available you will have the opportunity to submit a proposal.

Question #3. The requirement states an ATM to be installed on or before Feb. 15, 2009. This date is a Sunday. When does Bank of America remove their ATM?

College's Response: The contract with BOA ends January 31, 2009, and they will have until February 5, 2009 to remove their equipment.

Question #4. If Bank of America is not removing their ATM after Feb. 15, 2009, could we install ours on Thursday Feb. 12, 2009 beside their ATM?

College's Response: No, this location is not suitable for a free stand machine.

Question #5. Is the ATM free standing or through a wall?

College's Response: The ATM is through a wall.

Question #6. Does the current ATM accept deposits?

College's Response: Yes.

Question #7. If the ATM does not accept deposits today, is this a feature the College of Charleston wants for their students out of an ATM?

College's Response: The College wishes to allow its students the ability to make deposits at the ATMs on campus.

Question submitted by Instacash ATM

Question #8. For our company to provide your with the most revenue incentive program, I would need transaction volume?

College's Response: See response to Question 1.