

# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32701-0000012689	Sell	RFx	1
Event Round	Version		
1	1		
Event Name	David Crockett Cabin Cleaning Service		
Start Time	Finish Time		
03/03/2023 08:00:00 CST	03/17/2023 14:00:00 CDT		

**Bidder:** PUBLIC EVENT DETAILS  
**Submit To:** Environment & Consv  
Call for Shipping Information  
United States  
**Contact:** Cynthia A O'Brien  
**Phone:**  
**Email:** cynthia.a.o'brien@tn.gov

**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

## Event Description

This event is to bid for a three-year contract for agency: TN Department of Environment & Conservation.

Specifications and terms & conditions are attached.

Contact: Cyndi O'Brien at 615-532-0216 and Cynthia.A.O'Brien@tn.gov.

READ THE ENTIRE BID, including the Event Details, Specifications, and Terms and Conditions and any other attachments.

The purpose of this Invitation to Bid Event/Source of Supply Event is to establish a term contract to provide: The State of Tennessee, with products and/or services as described in the attached terms, conditions, specifications and price sheet.

A term contract means a contract in which a source or sources for supply are established for a specified period of time at an agreed upon price(s).

If the Review and bid on this event link included in the e-mail notification does not work, please go to <https://www.tn.gov/generalservices/article/invitations-to-bid-itb>.

Click on the link that says Bid Opportunities and log in with your vendor ID and password.

NOTE: Need help with EDISON? Call the Edison HELP Desk at 866-376-0104 or 615-741-4357

Please do not wait until the last day to POST YOUR BID. The Edison system will sign you out after 30 minutes of inactivity. Your password expires EVERY 90 DAYS. It is the responsibility of the Edison User (bidder/vendor) to maintain their own profile information (Email address, phone numbers, address or contacts) and to continue to keep it current by logging into the Supplier Portal and making changes as needed.

Supplier Portal link: [https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP\\_GUEST](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST)  
(Maintain supplier information)

Central Procurement Office Website:  
<http://www.tn.gov/generalservices/section/central-procurement-office>

The website is constantly being updated with information to assist the agencies and vendors; you are encouraged to visit the website frequently.

## General Comments

- This Bid Event is for a (3) year contract to obtain "as needed" cleaning services for the (7) cabins at David Crockett State Park in Lawrenceburg, TN. Bidders are to provide two rates: one for the routine cleaning per cabin, and one for the special monthly cleaning, per cabin. Routine and Special cleaning requirements are described in the Specifications. There will be a MANDATORY pre bid meeting for this solicitation at the date/time/location specified within the attached Pre Bid Memo. Attendance is MANDATORY in order to submit a bid for this contract. TCA 11-3-112

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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<b>Event Round</b>	<b>Version</b>		
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David Crockett Cabin Cleaning Service			
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Question	UOM	Best	Worst	Response
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### General Questions

Question	UOM	Best	Worst	Response
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Please list the following information regarding your company's contract administrator.

List the Contract Administrator's Name

List the Contract Administrator's Address

List the Contract Administrator's Phone Number

List the Contract Administrator's Toll Free Phone Number

List the Contract Administrator's Pager or Cell Number

List the Contract Administrator's Email Address

List the Contract Administrator's Website

Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### **Vendor Contract Administrator**

The bidder shall list their company's Contract Administrator. The Contract Administrator shall be the contact person for all questions regarding the contract. Note: The bidder can attach a list of alternate personnel to contact to the bid.

Please answer yes or no to the following. If YES, describe using additional pages and attach to the Response including any relevant details:

(a) is the Respondent presently debarred, suspended, proposed for debarment, or voluntarily excluded from covered transactions by any federal or state department or agency;

(b) has the Respondent within the past three (3) years, been convicted of, or had a civil judgment rendered against the contracting party from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) is the Respondent presently indicted or otherwise criminally or civilly charged by a government entity

# Event Details (cont.)

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**Event Currency:** US Dollar  
**Bids allowed in other currency:** No

(federal, state, or local) with commission of any of the offenses detailed above; and

(d) has the Respondent within a three (3) year period preceding the contract had one or more public transactions (federal, state, or local) terminated for cause or default.

Required: Yes Mandatory ResponseNo

### Response Comments

I (we) agree to strictly abide by all the statutes and terms contained in the rules of the Department of General Services, Central Procurement Office, which are by reference made a part hereof, in addition to the special terms, conditions and specifications embodied in the invitation to bid.

**IMPORTANT:** By Selecting YES, the bidder certifies compliance with the above and further certifies that this bid is made without collusion or fraud.

Yes

Required: Yes Mandatory Response:Yes

### Response Comments

The respondent shall indicate whether or not they plan to sub-contract:

No: The respondent does not anticipate using a sub-contractor at this time and agrees to submit a request to subcontract during the contract period prior to using a subcontractor.

Yes: The bidder shall list the subcontractor(s):

Attach list of additional subcontractors to the bid, including the following for each subcontractor.

List the Sub-Contractor's Name  
List the Sub-Contractor's Address  
List the Sub-Contractor's Contact Person  
List the Sub-Contractor's Phone Number

Required: Yes Mandatory ResponseNo

# Event Details (cont.)

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Event Round	Version		
1	1		
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**Phone:**  
**Email:** cynthia.a.o'brien@tn.gov

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### Response Comments

Associated Terms:

The Contractor shall not assign this Contract or enter into a subcontract for any of the goods or services provided under this Contract without obtaining the prior written approval of the Central Procurement Office. Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work provided.

Service Experience, Time in Business, Contracts

List the length of time respondent's company has been in business. A respondent must have occupied a bona fide place of business for at least one year with suitable equipment, supplies and a trained staff capable of performing the services requested.

List the description of services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.

Comparable Contract  
List Name/Address of Comparable Contract  
List the Contact Person  
List the Phone Number  
List the Contact Person's Email Address

Required: Yes Mandatory ResponseNo

### Response Comments

Associated Terms:

A respondent must have occupied a bona fide place of business for at least one (1) year with suitable equipment, supplies and a trained staff capable of performing the services requested. A respondent must furnish satisfactory evidence of successful completion of comparable contracts for at least three (3) customers within the past two (2) years and any other evidence required and requested in order to establish evidence of its ability to provide services in accordance with the terms and conditions and specifications.

# Event Details (cont.)

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1	1		
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David Crockett Cabin Cleaning Service			
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Question	UOM	Best	Worst	Response
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The Respondent affirms the following statement, as required by the Iran Divestment Act Tenn. Code Ann. § 12-12-111: "By submission of this response, each Respondent and each person signing on behalf of any Respondent certifies, and in the case of a joint response each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each Respondent is not on the list created pursuant to Tenn. Code Ann. § 12-12-106." For reference purposes, the list is currently available online at:  
<https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-public-information-library.html>

Required: Yes Mandatory ResponseNo

### Response Comments

Please complete the attached form, included with the Terms and Conditions document, and attach all pertinent documentation regarding your company's efforts to achieve diversity business participation. This information must be submitted with the bid document and monthly thereafter until a reasonable level of diversity business participation is achieved. Confirm below that you have completed this attached form by choosing, "Yes."

Required: Yes Mandatory ResponseNo

### Response Comments

# Event Details (cont.)

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1	1		
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United States

**Contact:** Cynthia A O'Brien

**Phone:**

**Email:** cynthia.a.o'brien@tn.gov

**Event Currency:** US Dollar

**Bids allowed in other currency:** No

### Line Details

**Line:** 1    **Item ID:**                      **Line Qty:** 1000.0    **UOM:** Each                      **Bid Qty:**

**Required:** Yes    **Reserve Price:** No

**Description:** Routine Cleaning of Cabins, as needed, for David Crockett State Park

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>
Required: Yes    Mandatory Response: No				

**Response Comments**

**Line:** 2    **Item ID:**                      **Line Qty:** 36.00    **UOM:** Each                      **Bid Qty:**

**Required:** Yes    **Reserve Price:** No

**Description:** Special Monthly Cleaning of Cabins for David Crockett State Park

Question	UOM	Best	Worst	Response
What is the unit price of this item?				<input type="text"/>
Required: Yes    Mandatory Response: No				

**Response Comments**

# Event Details (cont.)

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## Bidder Information

<b>Firm Name:</b>		
<b>Name:</b>	<b>Signature:</b>	<b>Date:</b>
<b>Phone #:</b>	<b>Fax #:</b>	
<b>Street Address:</b>		
<b>City &amp; State:</b>	<b>Zip Code:</b>	
<b>Email:</b>		

# Event Details (cont.)

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**Event Currency:** US Dollar  
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## Appendix A - Line Specifications

**Line:** 1 **Item ID:** **Line Qty:** 1000 **UOM:** Each  
**Description:** Routine Cleaning of Cabins, as needed, for David Crockett State Park

### Item Specifications

**Manufacturer:**  
**Mfg Item ID:**  
**Item Length:** 0  
**Item Width:** 0  
**Item Volume:** 0  
**Item Weight:** 0  
**Item Size:**

**Item Height:** 0  
**Dimension UOM:**  
**Volume UOM:**  
**Weight UOM:**  
**Item Color:**

### Shipping Information

**Schedule:** 1  
**Quantity:** 1000  
**Due Date:** 03/22/2023  
**Freight Terms:**  
**Ship Via:** Best Option Available

**Ship To:** TDEC - DAVID CROCKETT ST PARK  
1400 WEST GAINS STREET  
LAWRENCEBURG TN 38464  
United States

**Line:** 2 **Item ID:** **Line Qty:** 36 **UOM:** Each  
**Description:** Special Monthly Cleaning of Cabins for David Crockett State Park

### Item Specifications

**Manufacturer:**  
**Mfg Item ID:**  
**Item Length:** 0  
**Item Width:** 0  
**Item Volume:** 0  
**Item Weight:** 0  
**Item Size:**

**Item Height:** 0  
**Dimension UOM:**  
**Volume UOM:**  
**Weight UOM:**  
**Item Color:**

### Shipping Information

**Schedule:** 1  
**Quantity:** 36  
**Due Date:** 03/22/2023  
**Freight Terms:**  
**Ship Via:** Best Option Available

**Ship To:** TDEC - DAVID CROCKETT ST PARK  
1400 WEST GAINS STREET  
LAWRENCEBURG TN 38464  
United States



# Event Details (cont.)

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## Appendix B - Terms & Conditions

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1. The undersigned acknowledges that all submitted information and documentation will become the property of the state of Tennessee. The undersigned also affirms that the information given above is true, accurate, and includes pertinent information necessary to identify and explain the operation of this organization to the best of my knowledge and is in no way misleading.
2. Should any data change in the future, the Supplier agrees to immediately submit the correct information electronically through the State's Supplier Portal.

If the information will be submitted in writing please mail to the following address:

Department of Finance and Administration  
312 Rosa L. Parks Ave.  
21st Floor Tennessee Tower  
ATTN: Supplier Maintenance  
Nashville, TN 37243

3. No person on the grounds of handicap or disability, age, race, color, religion, sex, national origin, creed, or any other classification protected by Federal and/or Tennessee State constitutional and/or statutory law shall be excluded from participation in, or denied benefits of, or be otherwise subjected to discrimination in the performance of the Contract or in the employment practices of the Contractor. The Contractor shall, upon request, show proof of such non-discrimination, and shall post in conspicuous places, available to employees and applicants, notices of non-discrimination.

Last Updated: 08/30/2016