

# Event Details

## PeopleSoft Strategic Sourcing

Event ID	Format	Type	Page
32801-0000012922	Sell	RFx	1
Event Round	Version		
1	1		
Event Name			
TWRA Region 1 Office Janitorial Service			
Start Time	Finish Time		
09/06/2023 08:00:00 CDT	10/04/2023 15:00:00 CDT		

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Wildlife Resources  
Call for Shipping Information  
United States

**Contact:** Nickki Davis  
**Phone:** 615/781-6603  
**Email:** Nickki.Davis@tn.gov

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

## Event Description

This solicitation is for Tennessee Wildlife Resources Agency (TWRA) to procure a three (3) year contract for cleaning services for their Region 1 Office in Madison County, Jackson, TN.

See Specifications Section A for site visit dates and times.

Questions & Comments must be submitted no later than Wednesday, September 20, 2023, by 1 PM (CST) to Nickki.Davis@tn.gov. Responses will be posted shortly after.

Specifications and terms & conditions are attached.

Procurement Contact:  
Nickki Davis  
Nickki.Davis@tn.gov  
615-781-6603

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

If the Review and bid on this event link included in the e-mail notification does not work, please go to <http://www.edison.tn.gov/> and click the link to the Supplier Portal Home Page. Log in with your vendor ID and password in order to search bid opportunities.

NOTE: Internet Explorer and Firefox are the recommended browsers to access the Supplier Portal and bid on events. Google Chrome is not supported and should not be used.

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: <http://www.edison.tn.gov> (Maintain supplier information)

Central Procurement Office Website: <https://www.tn.gov/generalservices/procurement>

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

## General Comments

- Please see the attached document, Amendment #1, for vendor questions and the State's responses.

# Event Details (cont.)

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1	1		
<b>Event Name</b>			
TWRA Region 1 Office Janitorial 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 enter the number of days that your bid offer will expire from the bid opening date:

Required: Yes Mandatory ResponseNo

#### Response Comments

Associated Terms:

#### **Bid Offer Expiration**

Enter the expiration date of your bid offer in the space provided on this Invitation to Bid. A minimum period of thirty (30) days from the bid closing date is requested. The state shall have sixty (60) days to accept the bid if a minimum period is not stated.

Please list the following information:

- List the Contract Administrator's Name
- List the Contract Administrator's Address
- List the Contract Administrator's Phone Number
- List the Respondent's Toll Free Phone Number
- List the Contract Administrator's Pager or Cell Number
- List the Contract Administrator's Email Address
- List the Respondent's Website

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.

Required: Yes Mandatory Response:Yes

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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<b>Event Name</b>			
TWRA Region 1 Office Janitorial Service			
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United States

**Contact:** Nickki Davis  
**Phone:** 615/781-6603  
**Email:** Nickki.Davis@tn.gov

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

### Response Comments

Question	UOM	Best	Worst	Response
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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

Please attach documentation that reflects you are registered with the Department of Revenue for sales and use tax, as stated in the Terms and Conditions. If you are exempt, please provide a copy of the communication from the Department of Revenue supporting this exemption.

Required: Yes Mandatory ResponseNo

### Response Comments

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 (federal, state, or local) with commission of any of

# Event Details (cont.)

## PeopleSoft Strategic Sourcing

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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

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

We ask that you take a few short minutes to complete this survey. The purpose of this survey is to capture Respondents' assessments of CPO procurement processes. Your responses will remain anonymous, and will have no bearing or consideration on contract award.

<https://www.surveymonkey.com/r/stateoftncpocustomer>

Required: No Mandatory ResponseNo

### Response Comments

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1	1		
<b>Event Name</b>			
TWRA Region 1 Office Janitorial Service			
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Call for Shipping Information  
United States

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**Phone:** 615/781-6603  
**Email:** Nickki.Davis@tn.gov

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

### Line Details

**Line:** 1    **Item ID:** 1000121946    **Line Qty:** 12.00    **UOM:** Month    **Bid Qty:**   
**Required:** Yes    **Reserve Price:** No

**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 1

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:** 1000121947    **Line Qty:** 12.00    **UOM:** Month    **Bid Qty:**   
**Required:** Yes    **Reserve Price:** No

**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 2

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

#### Response Comments

**Line:** 3    **Item ID:** 1000121948    **Line Qty:** 12.00    **UOM:** Month    **Bid Qty:**   
**Required:** Yes    **Reserve Price:** No

**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 3

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

## 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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32801-0000012922	Sell	RFx	7
<b>Event Round</b>	<b>Version</b>		
1	1		
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TWRA Region 1 Office Janitorial Service			
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United States  
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**Email:** Nickki.Davis@tn.gov

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

## Appendix A - Line Specifications

**Line:** 1 **Item ID:** 1000121946 **Line Qty:** 12 **UOM:** Month  
**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 1

### Item Specifications

**Manufacturer:**  
**Mfg Item ID:**  
**Item Length:** 0 **Item Height:** 0  
**Item Width:** 0 **Dimension UOM:**  
**Item Volume:** 0 **Volume UOM:**  
**Item Weight:** 0 **Weight UOM:**  
**Item Size:** **Item Color:**

### Shipping Information

**Schedule:** 1 **Ship To:** REGION 1 OFFICE  
**Quantity:** 12 200 LOWELL THOMAS DRIVE  
**Due Date:** 10/07/2023 JACKSON TN 38301  
**Freight Terms:** United States  
**Ship Via:** Best Option Available

**Line:** 2 **Item ID:** 1000121947 **Line Qty:** 12 **UOM:** Month  
**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 2

### Item Specifications

**Manufacturer:**  
**Mfg Item ID:**  
**Item Length:** 0 **Item Height:** 0  
**Item Width:** 0 **Dimension UOM:**  
**Item Volume:** 0 **Volume UOM:**  
**Item Weight:** 0 **Weight UOM:**  
**Item Size:** **Item Color:**

### Shipping Information

**Schedule:** 1 **Ship To:** REGION 1 OFFICE  
**Quantity:** 12 200 LOWELL THOMAS DRIVE  
**Due Date:** 10/07/2023 JACKSON TN 38301  
**Freight Terms:** United States  
**Ship Via:** Best Option Available

**Line:** 3 **Item ID:** 1000121948 **Line Qty:** 12 **UOM:** Month  
**Description:** Janitorial Services, TWRA Region 1 Office, Madison County, Jackson, TN, Year 3

# Event Details (cont.)

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32801-0000012922	Sell	RFx	8
<b>Event Round</b>	<b>Version</b>		
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### Item Specifications

<b>Manufacturer:</b>		<b>Item Height:</b>	0
<b>Mfg Item ID:</b>		<b>Dimension UOM:</b>	
<b>Item Length:</b>	0	<b>Volume UOM:</b>	
<b>Item Width:</b>	0	<b>Weight UOM:</b>	
<b>Item Volume:</b>	0	<b>Item Color:</b>	
<b>Item Weight:</b>	0		
<b>Item Size:</b>			

### Shipping Information

<b>Schedule:</b>	1	<b>Ship To:</b>	REGION 1 OFFICE
<b>Quantity:</b>	12		200 LOWELL THOMAS DRIVE
<b>Due Date:</b>	10/07/2023		JACKSON TN 38301
<b>Freight Terms:</b>			United States
<b>Ship Via:</b>	Best Option Available		

# Event Details (cont.)

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32801-0000012922	Sell	RFx	9
<b>Event Round</b>	<b>Version</b>		
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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