

## IFB 2024-24 Official Responses to Questions

All responses are incorporated into IFB 2024-24.

Question Number	IFB Section	Questions Received in Writing	DOCCS' Responses to Questions
1		<p>What is the estimated number of purchase orders issued annually - if you have prior years information that might help in understanding how the total quantities are split.</p> <p>The minimum order size is 12. Is there a maximum order size?</p> <p>What is the frequency of issuing the purchase order - every few days, weeks, months or quarterly? Again any information from the past will be helpful.</p>	<p><b>DOCCS currently has 42 facilities and one central location that order these bags. They are ordered only when existing stock is depleted.</b></p> <p><b>No.</b></p> <p><b>The frequency is not available as each facility does their own purchasing.</b></p>
2		<p>Once a purchase order is placed what is the maximum lead time that may be acceptable?</p>	<p><b>See IFB 2024-24, Delivery.</b></p>
3		<p>We may have to get an initial stock shipped from overseas and then stocked locally in order to expedite delivery. But the initial stock will take about 60 days to arrive. Will you be ok with the initial purchase order being fulfilled in 50-60 days?</p>	<p><b>Yes, as long as you guarantee the timeframe submitted on the Revised Bid Page.</b></p>

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4	Once awarded will you provide us with estimated quantities every quarter so we can plan manufacturing and stocking accordingly?	<b>No, DOCCS has no way of estimating that information.</b>
5	Do you want any logos printed on the bags? If yes, how many colors will be in the logo?	<b>No.</b>
6	Could you share some more pictures of the bag that show the top, back and sides of the bag?	<b>DOCCS does not have any more pictures available.</b>
7	Since the deliveries will be in different locations can you please share the total number of locations and also the addresses (or at least the zip codes)?	<b>DOCCS currently has 42 facilities and one central location. See Addendum 1, Attachment 1 Facilities Listing.</b>
8	Could you please share prior year's bid tab if available?	<b>Please submit a FOIL request for this information <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a>.</b>
9	The dimensions mentioned in the solicitation are the minimum dimensions that we must meet? If the bag is slightly larger (+5% to +10%) will that be acceptable or do the bags have to be the exact dimension?	<b>See bid specifications.</b>

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10	What is the current contract award price, brand, part #?	<b>Please submit a FOIL request for this information</b> <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a> .
11	What and the price escalation terms for the 5year contract period?	<b>There is no price increase over the 5-year contract. It is a set price.</b>
12	The minimum order quantity is 12 bags. What is the average quantity per order over the contract period?	<b>Unknown as this is an annual estimated quantity contract.</b>
13	What is the lead time (number of days) to fill the order?	<b>See response to question #2.</b>
14	Bid Price Page specifies one delivery address: DOCCS Support Operations, 550 Broadway, Menands, NY 12204. Please confirm that all orders are shipped to this one location.	<b>That is incorrect. All facilities place their own orders and will need to be shipped accordingly. See Addendum 1, Attachment 1 and Revised bid price page.</b>
15	What are the invoice payment terms?	<b>See IFB 2024-24 Billing.</b>
16	Can you provide the name of the vendor you are currently receiving this item from?	<b>Please submit a FOIL request for this information</b> <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a> .
17	Can you provide the last price you paid for this item?	<b>Please submit a FOIL request for this information</b> <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a> .

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<b>18</b>		How many eaches of this item will typically be ordered at a time?	<b>Unknown as this is an annual estimated quantity contract. The minimum per order is 12.</b>
<b>19</b>		How often will these be ordered throughout the year? Monthly? Quarterly? Etc.	<b>As every facility places their own orders when needed, a response cannot be provided.</b>
<b>20</b>		I was just made aware of the bid for PVC bags, but I don't see any volume or specs. Do you have those available to share?	<b>See IFB 2024-24 Detailed Specifications and Bid Price Page.</b>
<b>21</b>		Could you please provide more detailed pictures of the bags for the reference? Besides, could you please provide the previous bid tabulation or the curent pricing?	<b>DOCCS does not have more detailed pictures.</b>  <b>Please submit a FOIL request for this information <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a></b>
<b>22</b>		We would like to bid on this but request a detailed drawing for this for proper size and dimensions, location of zippers & straps etc.	<b>See IFB 2024-24 Detailed Specifications.</b>
<b>23</b>		I can see the Bid results for the previous IFB, but I don't know who was awarded, can you please tell us what company was awarded and what was the price per PVC Clear Bag?	<b>Please submit a FOIL request for this information <a href="#">Freedom of Information Law (FOIL)   Department of Corrections and Community Supervision (ny.gov)</a></b>
<b>24</b>		Based on previous ordering history and purchase orders, about how often are the PVC Clear Bags ordered (Monthly, quarterly or other) and what is an approximate order size?	<b>See response to question #12.</b>

Applicants should monitor the following Web sites for posted updates or information:

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Please sign and return the questions and answers with your bid verifying receipt of the responses to questions.

**“Accepted and Agreed To”:**

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Signature Name Title Date

**Applicants should monitor** the following Web sites for posted updates or information:

NYS Contract Reporter: <http://www.nyscr.ny.gov>

NYS DOCCS’ Web site: <https://doccs.ny.gov/procurement-opportunities>