Request for Proposal 184723
Off-Campus Apartment Leather Sofas, Loveseats and Chairs

1. Do the samples have to be supplied before December 7th to be considered responsive?
The RFP states that “The vendor shall provide a sample of at least two of the three items offered (a chair, and either a loveseat or a sofa) prior to 2 PM December 7, 2011.” Evaluation begins the next day, and that includes an assessment of the sample, not just the written proposal. However, you could bring a sample of the furniture itself even if it isn’t upholstered in leather, and then bring a sample of the leather separate (either on another piece of furniture or just a sample of the leather).

2. Can samples be supplied after bid opening for evaluation? - See #1.

3. Is our *vendor’s name brand of material* an acceptable material to quote? – Proposals will be evaluated in part based on how closely they match the specifications. However, we also reserve the right to decline any and all offers and,” MnSCU also reserves the right to change the evaluation criteria or any other provision in this RFP by posting notice of the change(s) on the Facilities Purchasing Web Site: http://www.mnsu.edu/fpurchas/ For this RFP, posting on the captioned web site above constitutes written notification to each vendor.” Further, there are other criteria upon which all proposals will be evaluated.

4. How close can a 53’ truck get to Stadium Heights? Currently other vendors drive semi-trucks right into the property. The property owner confirmed that trucks can unload directly in front of the buildings, within several feet of the entrances.

5. How far is the building entry from the dropoff area of the 53’ truck? See #4

6. Does Stadium Heights have elevators? If so, how many? What are the dimensions of the elevators if available? Stadium Heights does not have an elevator.

7. How many floors does Stadium Heights have? 3 floors.

8. Will the building be free of construction during delivery? There is no major construction planned for the delivery time.

9. Do you have any additional information regarding the three models from United Leather PR3 PF2, and PFAAL so we can determine the best equivalent? There is limited information on their website. The model couch used for this RFP was American Leather PF3. The image is below. Again, as this is a Request for Proposals, it is expected that proposals will not be an exact match, but this gives vendors an idea of the style desired.

10. How do you want installation specified? Regarding pricing, it would be most helpful for us to have a separate price for each piece of furniture, and then an “installation price per piece.