



NOTICE TO OFFEROR  
QUESTIONS & ANSWERS  
RFP # 24-S844

Competitive Solicitation by Region 14 Education Service Center  
for  
Office Supplies and Services

***See Question and Answer Acknowledgement included on the last page. Offerors should include this acknowledgement as part of their response to this Office Supplies and Services RFP.***

The Answers to Questions received are issued as follows:

- 1. Please confirm that the complete scope of RFP documentation is: a. 1-S844 Office Supplies 2024 FINAL b. COV\_Terms\_and\_Conditions\_OMNIA\_(1) Thank yo in advance for your quick response.**  
The complete scope of RFP documentation is available in the Bonfire portal, RFP 24-S844, Office Supplies and Services.
- 2. As a publicly awarded Contract, will Suppliers participating in this RFP have access to the knowledge of who is the incumbent supplier(s) and the awarded pricing proposal(s) during the last RFP process?**  
Documentation for the prior solicitation is publicly available on the OMNIA Partners website. Requests for additional information should be made via a formal request for public information by contacting Region 14.
- 3. Good morning, Are we required to submit a response on all line items to be awarded.**  
Offerors do not have to offer all items in the market basket in order to be considered for award.
- 4. Requesting your product list in Excel. Thank you**  
The market basket list "Office Supplies Market Basket 2024.xls" is posted as an attachment.

5. **Good Morning- Can we get a copy of the actual sku numbers for the bid? Thank you!**  
SKU numbers are not available.
  
6. **Good Morning- I just wanted to confirm that the required documents in section 6, are the documents described on page 28 Appendix A. Is there anything else that should be in this section? Also, I don't see a place that references page 15-17 (the comply and deviate section). Where should those be included. Thank you for your help!**  
**The Required Documents in Section 6 are the documents described on page 28, Appendix A.**  
Other required documents are referenced on page 12, B. Ability to Perform.
  
7. **Good Morning- On part V, B Ability to Perform, question 3 it mentions Exhibit F and G. We can't find them on the bid. In Appendix B the only exhibits are A and B. Is there supposed to be a C, D and E as well? We don't see them mentioned in the bid, but since F and G are mentioned we want to make sure something else isn't missing. Thank you!**  
Addendum #1 includes Appendix B. Exhibits A-G are incorporated in Appendix B.
  
8. **Is Region 14 planning to award to only national delivery providers, or will regional providers be considered.**  
Regional providers are welcome to participate in this solicitation.
  
9. **On page 32 it references Appendix B - OMNIA Partners Exhibits. However, the rest of that page is blank. Is Appendix B OMNIA Partners Exhibits missing? If there are missing exhibits, will we have the opportunity to ask questions about those exhibits past the stated deadline for questions?**  
Addendum #1 includes Appendix B. Any exceptions to Appendix B can be included in the submitted documents.

QUESTIONS & ANSWERS ACKNOWLEDGEMENT

Offeror shall acknowledge this Questions & Answers document by signing below and include in their proposal response.

Company Name \_\_\_\_\_

Contact Person \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_