Event Description
This event is to bid for a one (1) year contract for the Tennessee Department of Environment & Conservation.

Specifications and terms & conditions are attached.

Agency Contact: Michele Snyder-Sherril at 615-253-3786 and Michele.Snyder@tn.gov.

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 https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/supplier-information.html.
Click on the link that says Supplier Portal and 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: (Maintain supplier information)
https://sso.edison.tn.gov/spx/paprd/SUPPLIER/SUPP/h/?tab=PAPP_GUEST

Central Procurement Office Website:

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

General Questions
<table>
<thead>
<tr>
<th>Question</th>
<th>UOM</th>
<th>Best</th>
<th>Worst</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>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.</td>
<td></td>
<td></td>
<td></td>
<td>Yes</td>
</tr>
</tbody>
</table>

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
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 Response: No

In preparing bid(s), all respondents shall comply with the requirements of Tenn. Code Ann. § 62-6-119 in providing the specified information within the sealed bids. Any bid not in strict compliance with the requirement of Tenn. Code Ann. § 62-6-119 shall be rejected.

Note: Submit additional subcontractor's information as an attachment to the bid comments.

For bids over $25,000 requiring a contractor's license, Respondent shall provide the following for contractor and any subcontractors, if applicable:
Company's Tennessee State Contractor License Number
License Classification(s) Applicable to Bid
License Expiration Date

Required: Yes  Mandatory Response: No
Question | UOM | Best | Worst | Response
--- | --- | --- | --- | ---
(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 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 Response: No

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 Response: No
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.

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 Response: No

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 Response: No
Event Details (cont.)

PeopleSoft Strategic Sourcing

Bidder: PUBLIC EVENT DETAILS
Submit To: Environment & Conserving
Call for Shipping Information
United States
Contact: Michele Snyder-Sherrill
Phone: 615/253-3786
Email: michele.snyder@tn.gov

Event Details (cont.)

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Question

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<th>Best</th>
<th>Worst</th>
<th>Response</th>
</tr>
</thead>
<tbody>
<tr>
<td>Service Experience, Time in Business, Contracts</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>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.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List the description of services. Please enter the information for three (3) comparable contracts on-going or completed within the last two (2) years.</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Comparable Contract</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List Name/Address of Comparable Contract</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List the Contact Person</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List the Phone Number</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>List the Contact Person’s Email Address</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Required: Yes Mandatory Response: No</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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.)

**PeopleSoft Strategic Sourcing**

<table>
<thead>
<tr>
<th>Event ID</th>
<th>Format</th>
<th>Type</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>32701-0000012310</td>
<td>Sell</td>
<td>RFx</td>
<td>6</td>
</tr>
</tbody>
</table>

**Event Round** | **Version** | 1  | 1  |

**Event Name**  
Cummins Falls Janitorial Services

<table>
<thead>
<tr>
<th>Start Time</th>
<th>Finish Time</th>
</tr>
</thead>
<tbody>
<tr>
<td>04/08/2022 08:00:00 CDT</td>
<td>04/25/2022 14:00:00 CDT</td>
</tr>
</tbody>
</table>

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

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**Line Details**

<table>
<thead>
<tr>
<th>Line:</th>
<th>Item ID:</th>
<th>Line Qty:</th>
<th>UOM:</th>
<th>Bid Qty:</th>
</tr>
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<tbody>
<tr>
<td>1</td>
<td></td>
<td>24.00</td>
<td>Each</td>
<td></td>
</tr>
</tbody>
</table>

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

**Description:** Janitorial Service, Cummins Falls State Park, Bi-Monthly Extra Cleaning as needed

<table>
<thead>
<tr>
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<th>Best</th>
<th>Worst</th>
<th>Response</th>
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</thead>
<tbody>
<tr>
<td>What is the unit price of this item?</td>
<td></td>
<td></td>
<td></td>
<td></td>
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**Required:** Yes  
**Mandatory Response:** No

**Response Comments**

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<table>
<thead>
<tr>
<th>Line:</th>
<th>Item ID:</th>
<th>Line Qty:</th>
<th>UOM:</th>
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<tbody>
<tr>
<td>2</td>
<td>1000195997</td>
<td>952.00</td>
<td>Hour</td>
<td></td>
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</tbody>
</table>

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

**Description:** Janitorial Service, Cummins Falls State Park, Per hour as needed

<table>
<thead>
<tr>
<th>Question</th>
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<th>Best</th>
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<th>Response</th>
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<td>What is the unit price of this item?</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Required:** Yes  
**Mandatory Response:** No

**Response Comments**

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**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Environment & Consrv
Call for Shipping Information
United States

**Contact:** Michele Snyder-Sherril
**Phone:** 615/253-3786
**Email:** michele.snyder@tn.gov
### Event Details (cont.)

**PeopleSoft Strategic Sourcing**

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<td>Sell</td>
<td>RFx</td>
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**Event Name**: Cummins Falls Janitorial Services

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<tr>
<td>04/08/2022 08:00:00 CDT</td>
<td>04/25/2022 14:00:00 CDT</td>
</tr>
</tbody>
</table>

**Event Currency**: US Dollar

| Bids allowed in other currency | No |

**Submit To**: Environment & Conservation

**Call for Shipping Information**

**United States**

**Contact**: Michele Snyder-Sherril

**Phone**: 615/253-3786

**Email**: michele.snyder@tn.gov

---

### Bidder Information

**Firm Name**: 

**Name**: 

**Signature**: 

**Date**: 

**Phone #**: 

**Fax #**: 

**Street Address**: 

**City & State**: 

**Zip Code**: 

**Email**: 

### Event Details (cont.)

**PeopleSoft Strategic Sourcing**

<table>
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<td>32701-0000012310</td>
<td>Sell</td>
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<table>
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<tbody>
<tr>
<td>1</td>
<td>1</td>
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</tbody>
</table>

**Event Name:** Cummins Falls Janitorial Services

**Start Time:** 04/08/2022 08:00:00 CDT  
**Finish Time:** 04/25/2022 14:00:00 CDT

**Bidder:** PUBLIC EVENT DETAILS

**Submit To:** Environment & Consrv  
Call for Shipping Information  
United States

**Contact:** Michele Snyder-Sherril  
**Phone:** 615/253-3786  
**Email:** michele.snyder@tn.gov

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

### Appendix A - Line Specifications

**Line:** 1  
**Item ID:**  
**Line Qty:** 24  
**UOM:** Each  
**Description:** Janitorial Service, Cummins Falls State Park, Bi-Monthly Extra Cleaning as needed

<table>
<thead>
<tr>
<th>Item Specifications</th>
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</thead>
<tbody>
<tr>
<td>Manufacturer:</td>
</tr>
<tr>
<td>Mfg Item ID:</td>
</tr>
<tr>
<td>Item Length: 0</td>
</tr>
<tr>
<td>Item Height: 0</td>
</tr>
<tr>
<td>Item Width: 0</td>
</tr>
<tr>
<td>Item Volume: 0</td>
</tr>
<tr>
<td>Item Weight: 0</td>
</tr>
<tr>
<td>Item Size:</td>
</tr>
<tr>
<td>Item Color:</td>
</tr>
</tbody>
</table>

**Shipping Information**

| Schedule | Ship To: CUMMINS FALLS STATE PARK  
390 CUMMINS FALLS LN  
COOKEVILLE TN 38501  
United States |
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Quantity</td>
<td>24</td>
</tr>
<tr>
<td>Due Date</td>
<td>04/30/2022</td>
</tr>
<tr>
<td>Freight Terms:</td>
<td>Best Option Available</td>
</tr>
<tr>
<td>Ship Via:</td>
<td></td>
</tr>
</tbody>
</table>

**Line:** 2  
**Item ID:** 1000195997  
**Line Qty:** 952  
**UOM:** Hour  
**Description:** Janitorial Service, Cummins Falls State Park, Per hour as needed

<table>
<thead>
<tr>
<th>Item Specifications</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manufacturer:</td>
</tr>
<tr>
<td>Mfg Item ID:</td>
</tr>
<tr>
<td>Item Length: 0</td>
</tr>
<tr>
<td>Item Height: 0</td>
</tr>
<tr>
<td>Item Width: 0</td>
</tr>
<tr>
<td>Item Volume: 0</td>
</tr>
<tr>
<td>Item Weight: 0</td>
</tr>
<tr>
<td>Item Size:</td>
</tr>
<tr>
<td>Item Color:</td>
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</tbody>
</table>

**Shipping Information**

| Schedule | Ship To: CUMMINS FALLS STATE PARK  
390 CUMMINS FALLS LN  
COOKEVILLE TN 38501  
United States |
<table>
<thead>
<tr>
<th></th>
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<tbody>
<tr>
<td>Quantity</td>
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<tr>
<td>Due Date</td>
<td>04/30/2022</td>
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<tr>
<td>Freight Terms:</td>
<td>Best Option Available</td>
</tr>
<tr>
<td>Ship Via:</td>
<td></td>
</tr>
</tbody>
</table>
Appendix B - Terms & Conditions

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