

	<h1>Lander University</h1> <p>Request for Proposal <b>Amendment - 1</b></p>	Solicitation Number	RFP-LA-506-07-26-2022
		Date Printed	7/21/2022
		Date Issued	07/21/2022
		Procurement Officer	Lois J. Amick
		Phone	(864) 388-8899
E-Mail Address	<a href="mailto:lamick@lander.edu">lamick@lander.edu</a>		

**DESCRIPTION: Provide Student Athletic (Sports) Accident/Injury Insurance for Lander University**

*The Term "Offer" Means Your "Bid" or "Proposal".*

SUBMIT OFFER BY (Opening Date/Time): **07/26/2022 3:00 pm EST** See "Deadline for Submission of Offer" provision

QUESTIONS MUST BE RECEIVED BY: **July 19, 2022 12:00 Noon EST** See "Questions From Offerors" provision

NUMBER OF COPIES TO BE SUBMITTED: **One (1) original and three (3) copies**

**Offers must be submitted in a sealed package. Solicitation Number & Opening Date must appear on package exterior.**

SUBMIT YOUR SEALED OFFER TO EITHER OF THE FOLLOWING ADDRESSES:

MAILING ADDRESS:  
Lander University  
Procurement Services CPO 6023  
Greenwood, S.C. 29649

PHYSICAL ADDRESS:  
Lander University  
Procurement Services, Room FO210  
204 W. Henrietta Ave.  
Greenwood, S.C. 29649

See "Submitting Your Offer" provision

CONFERENCE TYPE: <b>None Scheduled</b> DATE & TIME:	LOCATION: <b>Not Applicable</b>
As appropriate, see "Conferences - Pre-Bid/Proposal" & "Site Visit" provisions	

AWARD & AMENDMENTS	Award will be posted at the Physical Address stated above on or after <b>07/27/2022</b> . The award, this solicitation, and any amendments will be posted at the following web address: <a href="http://www.lander.edu/procurement/solicitations/">http://www.lander.edu/procurement/solicitations/</a>
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You must submit a signed copy of this form with Your Offer. By submitting a bid or proposal, You agree to be bound by the terms of the Solicitation. You agree to hold Your Offer open for a minimum of thirty (30) calendar days after the Opening Date.

NAME OF OFFEROR <small>(Full legal name of business submitting the offer)</small>		OFFEROR'S TYPE OF ENTITY: <small>(Check one)</small> <input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (tax-exempt) <input type="checkbox"/> Corporate entity (not tax-exempt) <input type="checkbox"/> Government entity (federal, state, or local) <input type="checkbox"/> Other _____ <small>(See "Signing Your Offer" provision.)</small>
AUTHORIZED SIGNATURE <small>(Person signing must be authorized to submit binding offer to enter contract on behalf of Offeror named above.)</small>		
TITLE <small>(Business title of person signing above)</small>		
PRINTED NAME <small>(Printed name of person signing above)</small>	DATE SIGNED	

Instructions regarding Offeror's name: Any award issued will be issued to, and the contract will be formed with, the entity identified as the offeror above. An offer may be submitted by only one legal entity. The entity named as the offeror must be a single and distinct legal entity. Do not use the name of a branch office or a division of a larger entity if the branch or division is not a separate legal entity, *i.e.*, a separate corporation, partnership, sole proprietorship, etc.

STATE OF INCORPORATION <small>(If offeror is a corporation, identify the state of Incorporation.)</small>	
TAXPAYER IDENTIFICATION NO. <small>(See "Taxpayer Identification Number" provision)</small>	STATE VENDOR NO. <small>(Register to Obtain S.C. Vendor No. at <a href="http://www.procurement.sc.gov">www.procurement.sc.gov</a>)</small>

<p>HOME OFFICE ADDRESS (Address for offeror's home office / principal place of business)</p>     	<p>NOTICE ADDRESS (Address to which all procurement and contract related notices should be sent.) (See "Notice" clause)</p>    <p style="text-align: right;">Area Code - _____</p> <p>Number - Extension                      Facsimile</p> <p style="text-align: right;">E-mail Address _____</p>
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<p>PAYMENT ADDRESS (Address to which payments will be sent.) (See "Payment" clause)</p>    <p>____ Payment Address same as Home Office Address</p> <p>____ Payment Address same as Notice Address (check only one)</p>	<p>ORDER ADDRESS (Address to which purchase orders will be sent) (See "Purchase Orders and "Contract Documents" clauses)</p>    <p>____ Order Address same as Home Office Address</p> <p>____ Order Address same as Notice Address (check only one)</p>
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**ACKNOWLEDGMENT OF AMENDMENTS**  
Offerors acknowledges receipt of amendments by indicating amendment number and its date of issue. (See "Amendments to Solicitation" Provision)

Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date	Amendment No.	Amendment Issue Date

<p>DISCOUNT FOR PROMPT PAYMENT (See "Discount for Prompt Payment" clause)</p>	<p>10 Calendar Days (%)</p>	<p>20 Calendar Days (%)</p>	<p>30 Calendar Days (%)</p>	<p>____ Calendar Days (%)</p>
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**PREFERENCES - A NOTICE TO VENDORS (SEP. 2009):** On June 16, 2009, the South Carolina General Assembly rewrote the law governing preferences available to in-state vendors, vendors using in-state subcontractors, and vendors selling in-state or US end products. This law appears in Section 11-35-1524 of the South Carolina Code of Laws. A summary of the new preferences is available at [www.procurement.sc.gov/preferences](http://www.procurement.sc.gov/preferences). **ALL THE PREFERENCES MUST BE CLAIMED AND ARE APPLIED BY LINE ITEM, REGARDLESS OF WHETHER AWARD IS MADE BY ITEM OR LOT. VENDORS ARE CAUTIONED TO CAREFULLY REVIEW THE STATUTE BEFORE CLAIMING ANY PREFERENCES. THE REQUIREMENTS TO QUALIFY HAVE CHANGED. IF YOU REQUEST A PREFERENCE, YOU ARE CERTIFYING THAT YOUR OFFER QUALIFIES FOR THE PREFERENCE YOU'VE CLAIMED. IMPROPERLY REQUESTING A PREFERENCE CAN HAVE SERIOUS CONSEQUENCES.** [11-35-1524(E)(4)&(6)]

**PREFERENCES - ADDRESS AND PHONE OF IN-STATE OFFICE:** Please provide the address and phone number for your in-state office in the space provided below. An in-state office is necessary to claim either the Resident Vendor Preference (11-35-1524(C)(1)(i)&(ii)) or the Resident Contractor Preference (11-35-1524(C)(1)(iii)). Accordingly, you must provide this information to qualify for the preference. An in-state office is not required, but can be beneficial, if you are claiming the Resident Subcontractor Preference (11-35-1524(D)).

\_\_\_\_ In-State Office Address same as Home Office Address

\_\_\_\_ In-State Office Address same as Notice Address (check only one)

## Solicitation Outline

- I. Scope of Solicitation
- II. Instructions to Offerors
  - A. General Instructions-**AMENDMENTS TO SOLICITATION (AUG 2004) (a)**  
**The Solicitation may be amended at any time prior to opening. All actual and prospective Offerors should monitor the following web site for the issuance of Amendments: <http://www.lander.edu/procurement> (b)**  
**Bidders shall acknowledge receipt of any Amendment to this solicitation (1) by signing and returning the Amendment, (2) by letter, or (3) by submitting a bid that indicates in some way that the bidder received the amendment.**  
**\*\*See questions and answers and other notations below.**
  - B. Special Instructions-**\*Amendment 1 must be acknowledged**
- III. Scope of Work / Specifications
- IV. Information for Offerors to Submit
- V. Qualifications
- VI. Award Criteria
- VII. Terms and Conditions
  - A. General
  - B. Special
- VIII. Bidding Schedule / Cost Proposal
- IX. Attachments to Solicitation

### QUESTIONS and ANSWERS:

- Can you provide a copy of the current year's master policy? **Attached below**
- On the attached excel document, there are two policies listed. One is the ICS policy but the other is a \$1,736 premium coverage that is not mentioned in the RFP. Given the number of club/non-NCAA sports Lander sponsors in athletics, I assume this is a club sports catastrophic policy. Can you confirm? **Answer: YES.** If so, are we expected to quote that coverage as well? **Answer: NO.** Can you please send a copy of the master policy for that policy as well so we can quote it?
- Can we please get a copy of Expiring policy? **Answer: see above**
- Can you please provide a listing of the Carrier and Broker history the past 5 years? **Brown and Brown of South Carolina/Philadelphia (2020-2022)**
- Can you please provide premium history for the past 5 years?  
**Answer:**

2017 First Agency	\$71,856.00
2018 Gallagher	\$84,472.00
2019 Gallagher	\$105,858.00
2020 Brown & Brown	\$90,729.00
2021 Brown & Brown	\$90,704.00

- Current and prior three (3) years of premium **Answer: see above**
- Current and prior three (3) years of paid claims **Answer: info is posted as attachments here:**  
<https://www.lander.edu/about/offices-departments/procurement-services/purchasing-solicitations-awards.html>
- Identify broker compensation for current and prior three (3) years:
- Please provide a policy for the current year **Answer: see above**
- Please identify any plan changes to the current and prior three (3) years **Answer: none**

Current Contractor

### Philadelphia Insurance Company

copy of Expiring policy:



PHPA087587.pdf

**The loss reports are posted as an attachment under the Lander University solicitations link:**

<https://www.lander.edu/about/offices-departments/procurement-services/purchasing-solicitations-awards.html>

\*The icons below may not be accessible to everyone.



BMI - 18-19.pdf



AIG - 17-18 -  
effective 4-15-19.pdf



NAHGA - 15-16 -  
effective 4-25-19.pdf



BMI - 19-20.pdf



Lander Universit  
2020-21 Loss Rep



Lander Universit  
2021-22 Loss Rep



Lander 6-1-2022.0