



Administrative Office of the Courts

Operations Division

Questions/Responses No. 1 to the Invitation for Bids (IFB) K21-0030-25 Disinfectant wipes for Covid-19

Ladies and Gentlemen:

The following questions for the above referenced RFP were received by e-mail and are answered and posted for all prospective Offerors. The statements and interpretations contained in the following responses to questions are not binding on the Maryland Judiciary unless the RFP is expressly amended. Nothing in the Maryland Judiciary's response to these questions is to be construed as agreement to or acceptance by the Maryland Judiciary of any statement or interpretation on the part of the Offeror asking the question.

1. Question: What is the approximate total quantity for the bid?

Response: There is no specific quantity as it is on an as-needed basis.

2. Question: What is the preferred canister size?

Response: No preference.

3. Question: Which documents are required to be submitted?

Response: Section 3.1 provides the required documents to submit. Attachments B and D are to be included.

4. Are the Orphan's Court included in the number of courts to be serviced?

Response: No

5. Is a delivery service applicable for some rural areas?

Response: We have courts in every jurisdiction in the state therefore, yes delivery service may be applicable in some areas.

6. Is this a one-time delivery?

Response: No. Please refer to section 1.10

7. Estimate of wipes needed over 1-year period?

Response: Depends on cost and what is within our budget

8. How soon after bid acceptance will you likely place an order?

Response: Immediately

9. Estimate of wipes per order cycle? i.e, 100 wipes package per order or 10 wipe packages per order?

Response: Depends on cost and quantity of wipes per container and court size. Larger courts will consume more.

10. Shipping Locations?

Response: Please refer to the IFB section 2.2 for a list of locations.

11. Would Self-certification suffice for MBE qualification?

Response: Minority Business Enterprises are encouraged to respond to this Invitation For Bid; however, no goal has been established for this IFB.

Issued by: Valerie L. Mitchell
Procurement Officer
September 11, 2020