

IFB26-002 Promotional Products

Below are questions submitted to the Issuing Office. On Behalf of PA Treasury, the responses are in red.

1. Decoration color count. Section II.A.f requires items to "accommodate" multi-color logos, and the example photos appear to depict 1-color and 2-color spot imprints. Should bidders price items based on a 1-color spot imprint as the baseline (with full-color available as an upcharge per order), or should bid pricing assume full-color decoration on all items? We would also appreciate guidance on whether bid pricing should assume a single imprint location or multiple.

Vendor should provide pricing for full color logo and one color logo with one (1) placement.

2. Estimated annual order volume. Any guidance Treasury can share on expected annual volume (total units, total dollars, or typical orders per year across the 15 items) would help bidders price the contract appropriately. We understand quantities are estimates only per Appendix A, Section 7.

Vendor should provide pricing "per each" based on the quantity reflected on the Deliverables Cost Tabulation Form.

3. Cost Tabulation Form fee rows. Section II.A.b states all costs MUST be included in the per-item price, while the form provides separate rows for Processing, Shipping, and Additional Fees. We interpret this to mean bidders should bake all costs into the per-unit price and enter "n/a" in the separate fee rows. Please confirm.

Vendor should provide pricing as described in the Deliverables Cost Tabulation Form.

Section II.A.b does not state "all costs MUST be included in the per-item price". Section II.A.b states "All costs MUST be included in the Deliverables Cost Tabulation Forms below, including shipping, processing and any additional fees."

Section II.Ac. goes on to state "If no cost for shipping, processing and/or additional fees, vendor must indicate with an "n/a"."

4. Item specifications. To ensure apples-to-apples pricing across bidders, can Treasury provide additional specs for: fidget toys (spinner, pop-it, etc.), keychain material (PVC, metal, plastic), mini notepad size and page count, and drawstring bag material (non-woven polypropylene, 210D polyester, cotton)?

Vendors should provide pricing for: Drawstring bags - non-woven polypropylene. Keychain material should be PVC. Fidget toys can be all options vendor has available (vendor must describe if quoting). Vendors must specify the material and specs of quoted items.

5. Baseball bat (mini): What length / size should bidders use? Mini bats range from approximately 14" to 18" in length, with notable cost differences between sizes.

Vendor should provide pricing for an 18" bat.

6. Do all products have to be USA made?

Section II.A.d notes "Items are preferred but not limited to made in the United States of America (Made in USA)".