



Request for Bid (RFB) 2025-003

**Provision of Weather Radios for Elderly Residents and Community
Distribution**

Date of Issue:

Bid Due Date: August 22, 2025, by 3:00 pm

ACKNOWLEDGEMENT OF CONDITIONS
for RFB # 2025-003

PROJECT: Santee-Lynches Area Agency on Aging is committed to increasing emergency readiness among seniors and care providers and NOAA best practices, priority is given to seniors and senior centers.

REQUIREMENTS: Enclosed.

SCOPE OF WORK: Santee-Lynches Area Agency on Aging is seeking bids from qualified vendors to supply and deliver NOAA-certified weather alert radios for distribution to elderly residents and vulnerable members of the community. The goal is to improve emergency preparedness, especially for those who may not have access to smartphone alerts or internet-based warning systems.

QUESTIONS: All questions must be received by **August 15th at 12:00 PM.** Questions must be submitted via email and directed to: ljackson@slcog.org

BID SUBMISSION: Santee-Lynches Regional Council of Governments
Physical and Mailing Address: 3219 Broad Street, Sumter, SC 29150
OUTSIDE OF ENVELOPE MUST BE MARKED:
“Response to RFB #2025-003”

SUBMISSION DEADLINE: **August 22, 2025, by 3:00 P.M.**

**THE INFORMATION BELOW MUST BE FULLY COMPLETED
AND SIGNED FOR A BID TO BE VALID**

By signing this Statement, I certify that we (firm) will comply with all requirements contained within the RFB.

| | | | |
|-------------------------|--------------|-------------------|-------|
| AUTHORIZED SIGNATURE | PRINTED NAME | DATE | |
| COMPANY FULL LEGAL NAME | | UNIQUE IDENTIFIER | |
| MAILING ADDRESS | | | |
| CITY | STATE | ZIP CODE | PHONE |
| EMAIL | | | |

1. Introduction

Santee-Lynches Area Agency on Aging is committed to increasing emergency readiness among seniors and care providers and NOAA best practices, priority is given to seniors and senior centers.

2. Scope of Work

Santee-Lynches Area Agency on Aging is seeking bids from qualified vendors to supply and deliver NOAA-certified weather alert radios for distribution to elderly residents and vulnerable members of the community. The goal is to improve emergency preparedness, especially for those who may not have access to smartphone alerts or internet-based warning systems.

Requirements:

- Estimated quantities (1,500 – 2,500 individual units, total cost to include shipping must not exceed \$30,000)
- Emergency Hand Crank Radio with LED Flashlight for emergencies, AM/FM NOAA Portable Weather Radio with minimum 2000mAh Power Bank Phone Charger, USB charged and Solar Power for Emergency (technical requirements, features, certifications)
- Shipping/delivery address: 3219 Broad Street, Sumter, SC 29150
- Provide user instructions (printed and/or visual guides), preferably in large print.
- Offer product warranty and technical support information
- Optional vendor services (training, setup support, instructional materials)

3. Bid Submission Requirements – (Mandatory to Submit Template A – Bid Packet)

Bids must include a response to the following:

1. Company name, Tax ID number, contact information, and relevant experience.
2. Pricing breakdown (unit cost, shipping, bulk discount, if applicable). Unit Cost and shipping cannot exceed \$30,000
3. Product specifications must meet the minimum requirements below along with the warranty details
 - Emergency Hand Crank Radio with LED Flashlight for emergencies, AM/FM NOAA Portable Weather Radio with minimum 2000mAh Power Bank Phone Charger, USB charged and Solar Power for Emergency (technical requirements, features, certifications)
4. Estimated delivery timeline.
5. Submit Business License and Certificate of Liability

4. Additional Notes

- Radios must operate on NOAA weather band frequencies (162.400 - 162.550 MHz).
- Preferred for radios that allow zoning via SAME codes to target county – level alerts.
- Vendors should consider models with user-friendly large buttons and audio prompts.
- State compliance with ADA and accessibility standards for elderly users.

5. Selection Criteria

Bids will be evaluated based on:

- Product quality and compliance with requirements
- Cost effectiveness
- Vendor reliability and delivery timeline

6. Submission Instructions

OUTSIDE OF ENVELOPE MUST BE MARKED: “Response to RFB #2025-003”

Sealed bids must be received by **3:00 PM EST on August 22, 2025**, at the following address:

Contact Person: Linda Jackson, Administrative Director
Mailing Address: 3219 Broad Street, Sumter SC, 29150
Late or incomplete submissions will not be considered.

7. Questions & Clarifications

All questions related to this RFB must be submitted via email by **August 15, 2025**, to ljackson@slcog.org by **12:00 PM**.

8. Reservation of Rights

This solicitation does not commit Santee-Lynches to award a contract, to pay any cost incurred in the preparation of a bid, or to procure or contract for the articles of goods or services. Santee-Lynches reserves the right to accept or reject any or all bids received as a result of this request, to negotiate with all qualified respondents, or to cancel in part or in its entirety this bid, if it is in the best interest of Santee-Lynches to do so.

Template A - Bid Packet

**THE INFORMATION BELOW MUST BE FULLY COMPLETED
AND SIGNED FOR A BID TO BE VALID**

By signing this Statement, I certify that we (firm) will comply with all requirements contained within the RFB.

| | | | |
|-------------------------|--------------|----------|-------|
| AUTHORIZED SIGNATURE | PRINTED NAME | DATE | |
| COMPANY FULL LEGAL NAME | | TAX ID # | |
| MAILING ADDRESS | | | |
| CITY | STATE | ZIP CODE | PHONE |
| EMAIL | | | |
| Relevant Experience: | | | |

Pricing breakdown (unit cost, shipping, bulk discount, if applicable). *Unit Cost and shipping cannot exceed \$30,000:*

Unit Cost: \$ _____

Shipping: \$ _____

Taxes: \$ _____

TOTAL COST: \$ _____

**Product specifications must meet the minimum requirements below along with the warranty details:
Emergency Hand Crank Radio with LED Flashlight for emergencies, AM/FM NOAA Portable Weather
Radio with minimum 2000mAh Power Bank Phone Charger, USB charged and Solar Power for Emergency
(technical requirements, features, certifications).**

Estimated delivery timeline:

Submit Business License and Certificate of Liability as attachments.

Company Full Legal Name: _____

Authorized Signature: _____

Date: _____

STANDARD TERMS AND CONDITIONS

SCOPE: THE FOLLOWING TERMS AND CONDITIONS WILL PREVAIL UNLESS OTHERWISE NOTIFIED BY SANTEE-LYNCHES COUNCIL OF GOVERNMENTS WITHIN THIS REQUEST FOR BIDS DOCUMENT. SANTEE-LYNCHES RESERVES THE RIGHT TO REJECT ANY BID WHICH TAKES EXCEPTION TO THESE TERMS AND CONDITIONS.

DEFINITIONS USED HEREIN:

- A. "BID REQUEST" MEANS A SOLICITATION OF A FORMAL SEALED REQUEST FOR BIDS
- B. "RESPONDENT" MEANS VENDOR
- C. "BID" MEANS THE SUBMISSION OF QUALIFICATIONS AND COST BID OFFERED BY THE VENDOR
- D. "SANTEE-LYNCHES" MEANS SANTEE-LYNCHES REGIONAL COUNCIL OF GOVERNMENTS

COMPLETING BID: ALL INFORMATION MUST BE LEGIBLE. ANY AND ALL CORRECTIONS AND/OR ERASURES MUST BE INITIALED. AUTHORIZED RESPONDENT MUST SIGN THE BID AND REQUIRED INFORMATION MUST BE PROVIDED.

CONFIDENTIALITY OF BID INFORMATION: EACH BID MUST BE IN A SEALED ENVELOPE AND CLEARLY MARKED TO PROVIDE CONFIDENTIALITY OF THE BID INFORMATION PRIOR TO THE OPENING. SUPPORTING DOCUMENTS AND/OR DESCRIPTIVE LITERATURE MAY BE SUBMITTED WITH THE BID OR IN A SEPARATE ENVELOPE MARKED LITERATURE FOR RFB 2025-003. DO NOT INDICATE PRICES ON LITERATURE.

ACCURACY OF BID: EACH BID IS MADE PUBLIC RECORD OF SANTEE-LYNCHES AFTER AWARD. THEREFORE, IT IS NECESSARY THAT ANY AND ALL INFORMATION PRESENTED IS ACCURATE AND/OR WILL BE THAT BY WHICH THE RESPONDENT WILL COMPLETE THE CONTRACT.

SUBMISSION OF BID: BIDS ARE TO BE SEALED AND SUBMITTED TO SANTEE-LYNCHES VIA MAIL TO OR HAND CARRY TO ADDRESS STATED IN INVITATION PRIOR TO THE DATE AND TIME INDICATED ON THE COVER SHEET.

ADDENDA: ALL CHANGES IN CONNECTION WITH THIS BID WILL BE ISSUED BY SANTEE-LYNCHES IN THE FORM OF A WRITTEN ADDENDUM. SIGNED ACKNOWLEDGMENT OF RECEIPT OF EACH ADDENDUM MUST BE SUBMITTED WITH THE BID.

LATE BIDS AND MODIFICATIONS OR WITHDRAWALS: BIDS RECEIVED AFTER THE DEADLINE DESIGNATED IN THIS RFB WILL NOT BE CONSIDERED. BIDS MAY BE WITHDRAWN OR MODIFIED PRIOR TO THE DEADLINE DATE AND TIME INDICATED FOR SUBMISSION ON THE COVER SHEET.

BID CONDITION OF PRICE: ALL COST BIDS SUBMITTED SHALL REMAIN EFFECTIVE FOR A MINIMUM PERIOD OF 120 DAYS, OR UNTIL EVALUATION IS COMPLETE AND AWARD IS MADE. THEREAFTER, THE CONTRACT PRICE SHALL REMAIN EFFECTIVE FOR THE TERM OF THE CONTRACT.

INSURANCE: THE CONTRACTOR SHALL PROCURE, MAINTAIN, AND PROVIDE PROOF OF, INSURANCE COVERAGE FOR INJURIES TO PERSONS AND/OR PROPERTY DAMAGE AS MAY ARISE FROM OR IN CONJUNCTION WITH, THE WORK PERFORMED ON BEHALF OF SANTEE-LYNCHES BY THE CONTRACTOR, HIS AGENTS, REPRESENTATIVES, EMPLOYEES OR SUBCONTRACTORS AT THEIR OWN EXPENSE. PROOF OF COVERAGE SHALL BE SUBMITTED PRIOR TO ENTERING INTO THE CONTRACT AND SUCH COVERAGE SHALL BE MAINTAINED BY THE CONTRACTOR FOR THE DURATION OF THE CONTRACT PERIOD FOR OCCURRENCE POLICIES. CLAIMS MADE POLICIES MUST BE IN FORCE OR THAT COVERAGE PURCHASED FOR THREE (3) YEARS AFTER CONTRACT COMPLETION DATE.

NEW MATERIALS, SUPPLIES OR EQUIPMENT: UNLESS OTHERWISE SPECIFIED, ALL MATERIALS, SUPPLIES OR EQUIPMENT OFFERED BY A VENDOR WILL BE NEW, UNUSED, OF RECENT MANUFACTURE, FIRST CLASS IN EVERY RESPECT, AND SUITABLE FOR THEIR INTENDED PURPOSE. ALL EQUIPMENT WILL BE ASSEMBLED AND FULL SERVICED, READY FOR OPERATION WHEN DELIVERED.

WARRANTY: SUPPLIES OR SERVICES FURNISHED AS A RESULT OF THIS BID WILL BE COVERED BY THE MOST FAVORABLE COMMERCIAL WARRANTIES, EXPRESSED OR IMPLIED, THAT THE VENDOR AND/OR MANUFACTURER GIVES TO ANY CUSTOMER. THE RIGHTS AND REMEDIES PROVIDED HEREIN ARE IN ADDITION TO AND DO NOT LIMIT ANY RIGHTS AFFORDED TO SANTEE-LYNCHES BY ANY OTHER CLAUSE OF THIS BID. SANTEE-LYNCHES RESERVES THE RIGHT TO REQUEST FROM VENDORS A SEPARATE MANUFACTURER CERTIFICATION OF ALL STATEMENTS MADE IN THIS BID.

METHOD OF AWARD AND NOTIFICATION: BIDS WILL BE ANALYZED AND THE AWARD MADE, BASED ON THE EVALUATION CRITERIA FOR THIS BID, TO THE BEST QUALIFIED VENDOR. SANTEE-LYNCHES RESERVES THE RIGHT TO REJECT ANY OR

ALL BIDS AND ANY PART OF A BID; TO WAIVE INFORMALITIES, TECHNICAL DEFECTS, AND MINOR IRREGULARITIES IN BIDS RECEIVED.

CREDIT TERMS: VENDOR WILL INDICATE ALL DISCOUNTS FOR FULL AND/OR PROMPT PAYMENT. DISCOUNT WILL BE CONSIDERED AS A COST FACTOR IN THE DETERMINATION OF AWARD, EXCEPT DISCOUNTS OFFERED FOR PAYMENT WITHIN LESS THAN TEN (10) CALENDAR DAYS. DISCOUNTS OFFERED WILL BE COMPUTED FROM DATE OF RECEIPT OF CORRECT INVOICE OR RECEIPT AND ACCEPTANCE OF PRODUCTS, WHICHEVER IS LATER.

SAFETY: ALL PRACTICES, MATERIALS, SUPPLIES, AND EQUIPMENT WILL COMPLY WITH THE FEDERAL OCCUPATIONAL SAFETY AND HEALTH ACT, AS WELL AS ANY PERTINENT FEDERAL, STATE AND/OR LOCAL SAFETY OR ENVIRONMENTAL CODES. IT IS THE RESPONSIBILITY OF THE VENDOR TO PROVIDE MATERIAL SAFETY DATA SHEETS FOR PRODUCT(S) REQUIRING THE SAME.

DISCLAIMER OF LIABILITY: SANTEE-LYNCHES AND/OR ANY OF ITS AGENCIES, WILL NOT HOLD HARMLESS OR INDEMNIFY ANY RESPONDENT FOR ANY LIABILITY WHATSOEVER.

HOLD HARMLESS: THE CONTRACTOR AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD SANTEE-LYNCHES, ITS OFFICERS, EMPLOYEES AND AGENTS FREE AND HARMLESS FROM AND AGAINST ANY AND ALL LOSSES, PENALTIES, DAMAGES, SETTLEMENTS, COSTS CHARGES, PROFESSIONAL FEES OR OTHER EXPENSES OR LIABILITIES OF EVERY KIND AND CHARACTER ARISING OUT OF OR RELATING TO ANY AND ALL CLAIMS, LIENS, DEMANDS, OBLIGATIONS, ACTIONS, PROCEEDINGS OR CAUSE OF ACTION OF EVERY KIND AND CHARACTER IN CONNECTION WITH OR ARISING DIRECTLY OR INDIRECTLY OUT OF THIS AGREEMENT AND/OR THE PERFORMANCE HEREOF, WITHOUT LIMITING THE GENERALITY OF THE FOREGOING, ANY AND ALL SUCH CLAIMS, ETC., RELATING TO PERSONAL INJURY, INFRINGEMENT OF ANY PATENT, TRADEMARK, COPYRIGHT, (OR APPLICATION FOR ANY THEREOF) OR OF ANY OTHER TANGIBLE OR INTANGIBLE PERSONAL OR PROPERTY RIGHT, OR ACTUAL OR ALLEGED VIOLATION OF ANY APPLICABLE STATUTE, ORDINANCE, ADMINISTRATIVE ORDER, RULE OR REGULATION, OR DECREE OF ANY COURT WILL BE INCLUDED IN THE INDEMNITY HEREUNDER. THE CONTRACTOR FURTHER AGREES TO INVESTIGATE, HANDLE, RESPOND TO PROVIDE DEFENSE FOR AND DEFEND ANY SUCH CLAIMS, ETC. AT HIS/HER SOLE EXPENSE AND AGREES TO BEAR ALL OTHER COSTS AND EXPENSES RELATED THERETO, EVEN IF SUCH CLAIM IS GROUNDLESS, FALSE OR FRAUDULENT.

LAW GOVERNING: ALL CONTRACTUAL AGREEMENTS WILL BE SUBJECT TO, GOVERNED BY, AND CONSTRUED ACCORDING TO THE LAWS OF THE STATE OF SOUTH CAROLINA.

ANTI-DISCRIMINATION CLAUSE: NO RESPONDENT TO THIS REQUEST WILL IN ANY WAY, DIRECTLY OR INDIRECTLY, DISCRIMINATE AGAINST ANY PERSON BECAUSE OF AGE, RACE, COLOR, HANDICAP, SEX, NATIONAL ORIGIN, OR RELIGIOUS CREED.

SANTEE-LYNCHES REGIONAL COUNCIL OF GOVERNMENTS IS AN EQUAL OPPORTUNITY PROVIDER AND EMPLOYER.