

SOLICITATION ADDENDUM

Date: **06.24.2022**

Subject: **Used Vehicle Auction & Related Services**

Solicitation Number: **6100056253**

Due Date/Time: **07.12.2022/ 14:00**

Addendum Number: **#1**

To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals).

This Solicitation # 6100056253 and all related documents are now available on the PA Supplier Portal. Responses must be submitted through the PA Supplier Portal – No Paper bids will be accepted. The Bid Sheet is located on the Portal for your use. For links to the PA Supplier Portal and Supplier Service Center- www.pasupplierportal.state.pa.us

List any and all changes:

Questions and Answers

1. Q. Does COPA use Auto IMS?
A. A. IMS is a subscription-based product. The successful bidder would have to provide the service to the Commonwealth at no charge if it wishes to make data available and accessible to the Commonwealth.
2. Q. Please define/explain: Have the ability, to provide a mobile auction with internet bidding for off-site public auction locations.
A. In the event that we would like to have a sale outside of the successful bidders facility (for example at one of our agencies parking lots, farm show complex, etc.), the successful bidder would be able to provide all of the necessary means to preform the sale as if it was on their property.
3. Is this solicitation just for vehicles or are there other COPA items that would be sold?
A. Vehicle focused service.
4. Q. Would these auctions be required to be offered to the public, or can they be sold to dealers only.
A. This is a public auction, dealers are welcome.

5. Q. Do you have any idea on the volume of units this would entail? Either monthly or yearly?
- A. Estimated volume for sales are listed on the Bid sheet inside the solicitation viewed through the supplier portal.

Additional helps:

Below are links to assist you in the management of your Commonwealth PA Supplier Registration.

PA Supplier Portal Administrator Support/ Management of your PA Supplier Registration guides can be found at:

<https://www.budget.pa.gov/Services/ForVendors/Pages/PASP-Admin-Support.aspx>

PA Supplier Service Center guides can be found at:

[Supplier Service Center | Department of General Services | Commonwealth of Pennsylvania](#)

Locating and Responding to a Solicitation/ Electronic Bidding Procedures:

<https://www.dgs.pa.gov/Documents/Procurement%20Forms/Supplier%20Service%20Center/Electronic%20Bidding%20Procedures.docx>

If you are already a Registered Supplier with the Commonwealth of PA, from the PA Supplier Portal click the Log on button at the top right of the page to access your account.

The screenshot displays the Pennsylvania Supplier Portal interface. At the top, there is a search bar and navigation links for 'New Session', 'SAP Store', and 'Log on' (which is highlighted with a red box). Below the navigation bar, the page title is 'Welcome to the Pennsylvania Supplier Portal'. The main content area contains a welcome message, system compatibility information, and a 'Latest News' section. The system compatibility information states: 'System Compatibility: VERY IMPORTANT – Microsoft is no longer supporting Internet Explorer. Current browsers provide a more secure and optimized experience. To maintain access, please update your browser to Edge or Chrome.' The 'Latest News' section includes two items: 'The Bureau of Diversity, Inclusion and Small Business Opportunities is excited to announce the release of our new Small Business, Small Diverse Business and Veteran Business Enterprise vendor management system, PRISM Compliance Software. [Click Here for more information.](#)' and 'Receive remittance information BEFORE the payment date via email. Visit the Office of the Budget – Services – For Vendors – Direct Deposit & e-Remittance website. [Click Here](#) for more information and for instructions on creating Preferred Email addresses.'

Please reference the Registration Help and Bidding Help hotlines from the Supplier Service Center, highlighted below.

The “Non-ITQ/RFP Bidding Guide” contains step by step bidding guide once you have logged in your company Portal.

Department of General Services > Materials & Services Procurement > Supplier Service Center

Supplier Service Center

The Supplier Service Center assists with registration, bidding, and account management. This site provides assistance to companies that want to sell materials or services to state agencies. If you wish to provide construction services to the Commonwealth, please visit [Design & Construction](#).

Contractor Notice of Vaccination/COVID-19

Announcing the release of our new SB, SDB, and VBE vendor management system, PRISM Compliance Software.

[Click Here for more information.](#)

[Click here for Special Notice on Windows 10 Known Compatibility Issues.](#)

PA Supplier Portal Registration:

- [New Vendor Registration Guide.pdf](#)
- [PA Supplier Portal](#)
- [PA SUPPLIER Administrative Support](#)
- [Reset Password/Find User ID](#)
- [e-Alerts](#)

Bidding (IFB, eMarketplace)

- [eMarketplace / Solicitations](#)
- [Non-ITQ/RFP Bidding Guide](#)
- [Attaching Documents](#)
- [Electronic Bidding Portal](#)
- [Bid Protests](#)

Registration Help:

[Online Vendor Help](#)
(877) 435-7363
Choose option 1
[Contact Us](#)

Bidding Help:

(877) 435-7363
Choose option 2
[Contact Us](#)

Supplier Service Center

Aggregates & Anti-Skid Materials

Disaster & Emergency Procurement

COSTARS (Cooperative Purchasing)

Public Works Employment Verification

Procurement Handbook

Procurement Resources

ITQ Application Guide

RELATED LINKS:

[Supplier FAQ Section](#)

[Supplier Guides](#)

Type of Solicitation: Electronic Bid (SRM) - Review the Questions section of your solicitation response to ensure you have responded, as required, to any questions relevant to solicitation addenda issued subsequent to the initial advertisement of the solicitation opportunity.

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous solicitation addenda, remain as originally written.

Respectfully,

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