

September 6, 2023

Invitation For Bid
GSA-057-23
Printing Services for Heat Transfer Cigarette Tax Stamps

Questions and Concerns received from Ashton Potter (USA) LTD. on August 15, 2023.

1. Is the Business License reference on page 1 of the IFB required to be submitted with the proposal and if so, will the Department grant a 2-3 week extension to allow time for our application to be processed?

Response: No, current business license/contractor's license/specialty license in reference to supplies or services for this bid must be submitted prior to an award. Refer to page 1 of 37 in the bid packet.

Is this Business License different from the Certificate of Authority to do business in Guam referenced on page 24 of the IFB or is this the same document?

Response: Yes, the Certificate of Authority referenced on page 24 of 37 in the bid packet is different from the Business License on page 1 of 37 in the bid packet. The information on page 24 of 37 in the bid packet is "Instruction to Providers: NOTICE to all Insurance and Bonding Institutions:"

2. Is the Current Certificate of Authority to do business in Guam required with our proposal and if so, will the Department grant a 2-3 week extension to allow time for our application to be processed?

Response: Yes, if Bidder is submitting a Surety Bond, a current Certificate of Authority is required at the time of submission. Refer to page 24 of 37 in the bid packet.

3. This section requires that the base paper contain security fibers. As these fibers do not transfer with the Tax Stamp to the cigarette package this type of security feature is only able to be authenticated within a Distributor's facility. In this location there are significant security features in the Tax Stamps themselves that can be authenticated by an Inspector to ensure only genuine Tax Stamps are being used. This type of security feature cannot be authenticated at a Retail location. Additionally, as the base paper stock is discarded in a non-secure manner by the Distributors after the Tax Stamps are transferred to packages of cigarettes any security contained in the base paper stock becomes available to potential counterfeiters and/or criminals who may search trash containers outside of a Distributor's facility. For these reasons will the Department remove the mandatory use of security fibers and other identifiable protective features in the base paper, or at a minimum make this an optional requirement?

Response: No. Specifications remain the same.

4. This section requires that the leader be at least 24 inches in length. Our standard leader is 18 inches and stamping machines manufactured by both USI and Redstamp function satisfactorily with a leader of this length. Will the Department change this requirement to allow a leader of a minimum length of 18 inches?

Response: Refer to amendment #4

5. What is the term of the contract that will result from this IFB and will it have optional extensions?

Response: Refer to page 3 of 37 in the bid packet. Required Delivery Date: 90 Days upon receipt of purchase order.

Please Note: Follow up/Clarification to the Questions and Concerns responses dated 09/07/2023 must be submitted to the General Services Agency via email to gsaprocurment@gsadoa.guam.gov no later than 5pm, Thursday, September 7, 2023.



JoyJean Arceo

Acting Chief Procurement Officer*

*By appointment of Director of the Department of Administration effective July 26, 2023 through September 26, 2023.

Please Print

Acknowledgement Copy (Email to GSA)

Received By: _____

Date: _____

Company Name: _____

Email to: gsaprocurment@gsadoa.guam.gov