STATE OF LOUISIANA

Office of State Procurement
INVITATION TO BID

RESPONSES WILL BE PUBLICLY OPENED AT THE PHYSICAL ADDRESS BELOW
07/29/2016
10:00 AM CST

SUBMIT NON-ELECTRONIC RESPONSE TO : Office of State Procurement
P.O. Box 94095
Baton Rouge LA 70804-9095

Physical Address:
1201 N. Third Street, Suite 2-160
Baton Rouge, LA 70802

RFx Number: 3000005985
Version: 2
Buyer: SARAH RHODY
Buyer Phone: 225-342-5465
E-Mail: sarah.rhody@la.gov
Scheduled Begin Date:
Scheduled End Date:
T-Number: DOT51

Vendor No.:_____
Solicitation: 3000005985
Opening Date: 07/29/2016

Vendor Name and Address: (to be completed by Vendor)

Ship To Address:
"See individual lines for Delivery Addresses"

QUESTIONS TO BE COMPLETED BY VENDOR	Required
1._____ Delivery will be made this number of days After Receipt of Order (ARO)	
2._____ % discount for payment made within 30 days. Discounts for payment made in less than 30 days, of less than 1%, or applicable to an indefinite quantity contract will be accepted but will not be an award consideration.	

Name of Solicitation: DOTD: Concrete Cylinder Molds

Notice to bidder:
Please see Addendum 01 for changes made to the original solicitation.

A signed copy of the Addendum will need to be included in your bid packet.

RFx text:
To establish an agency term contract to supply concrete cylinder molds to statewide DOTD locations, as indicated in the specifications for each line, for a period from date of award through July 15, 2017.

At the option of the State, DOTD, and with acceptance by the contractor, this contract may be renewed for two (2) additional twelve month periods, per the attached terms & conditions. Total length of the contract not to exceed thirty-six (36) months.

PLEASE PRINT ALL ATTACHMENTS TO ENSURE ALL DOCUMENTS RELATED TO THIS SOLICIATION ARE REVIEWED PRIOR TO SUBMITTING A BID RESPONSE. (25 pages total)

VENDOR TELEPHONE NUMBER: FAX NUMBER:	TITLE	DATE
Signature of Authorized Bidder	Name of Bidder (Typed or printed)	

Bid documents include:
Attachment A: General Terms and Conditions
Attachment B: DOTD Spec.381-001, revised 5/25/2016

NOTE: The unit of measure is to remain "each" but are to be packaged 20 per case.

All bidders should indicate the manufacturer on each stock number. If manufacturer is not shown, bid may not be considered for award.

Products are subject to laboratory testing before final acceptance.

Low bidder will be required to furnish a minimum of five (5) molds of each size being bid to the DOTD Materials and Testing Laboratory for approval prior to awarding the contract. Sample must be furnished at vendor's expense and should be received within ten (10) days from date of request. Package should be clearly labeled with company name, brand name and number and RFx number.

NOTE: The quantities listed below are estimated usage only. No quantities are guaranteed. Only actual quantities needed will be ordered by DOTD. In the event a greater or lesser quantity is needed, the right is reserved by DOTD to increase or decrease the amount at the unit price stated in the bid.

Delivery is to be on a call on as needed basis. Deliveries made without prior DOTD authorization will be refused at vendor's expense.

All deliveries will be FOB destination to locations indicated for each line item. Item prices being bid should include all delivery fees/shipping or freight charges.

Please state your estimated delivery time frame upon receipt of order:

_____ days

FOR DOTD ONLY: At this time, DOTD accepts electronic payments for Electronic Funds Transfer (EFT). DOTD strongly encourages vendors to participate in accepting EFT payments.

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
1	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must contact Tomeka Edwards at (504) 437-3155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:30 PM except during holidays, weekends, or times of disaster.	2,500	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Ship To Address: Tomeka Edwards DOTD ENG&OP-BRIDGE CITY/DIST02 1440 Highway 90 BRIDGE CITY, LA 70094				
2	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Sue Lebon at (337) 262-6156 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 7:00 AM - 3:30 PM except during holidays, weekends, or times of disaster. No Friday deliveries accepted. **Ship To Address:** Sue Lebon DOTD ENG&OP-LAFAYETTE/DIST 03 428 HUGH WALLIS ROAD LAFAYETTE, LA 70508	5,000	EA	_____	_____
3	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Crystal Ashby-Tuggle at (318) 549-8328 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:30 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Crystal Ashby-Tuggle DOTD ENG&OP-BOSSIER CITY/DIST04	10,000	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	3339 INDUSTRIAL DR BOSSIER CITY, LA 71112				
4	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Devon Carpenter at (318) 342-0155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:45 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Devon Carpenter DOTD ENG&OP-MONROE/DISTRICT 05 8010 DESIARD ROAD MONROE, LA 71203	2,000	EA	_____	_____
5	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Becky Hayes at (337) 437-9188 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 7:30 AM - 3:30 PM except during holidays, weekends, or times of disaster. No Friday deliveries will be accepted. **Ship To Address:** Becky Hayes DOTD ENG&OP-LAKE CHARLES/DIST07 5827 HWY 90 E LAKE CHARLES, LA 70615	2,000	EA	_____	_____
6	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8"	4,200	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Cynthia McDonald at (318) 5155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 6:30 AM - 4:00 PM except during holidays, weekends, or times of disaster. No Friday deliveries will be accepted. **Ship To Address:** Cynthia McDonald DOTD ENG&OP-ALEXNDRIA/DIST 08 3300 MACARTHUR DR ALEXANDRIA, LA 71301				
7	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Michael Riley at (318) 412-3154at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Wednesday, and Friday 7:00 AM - 3:00 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Michael Riley DOTD ENG&OP-CHASE/DISTRICT 58 6217 HWY 15 S CHASE, LA 71324	1,000	EA	_____	_____
8	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____	4,000	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Model: _____ Vendor must call Beth Buckley at (225) 231-4155 or TJ Reiprecht at (225) 231-4115 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Beth Buckley DOTD ENG&OP-BATON ROUGE/DIST61 8100 AIRLINE HWY BATON ROUGE, LA 70815				
9	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Julie Rick at (985) 375-0154 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:45 AM - 4:15 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Julie Rick DOTD ENG&OP-HAMMOND/DISTRICT62 685 N MORRISON BLVD HAMMOND, LA 70401	5,000	EA	_____	_____
10	**Product ID:** 50580 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 4"X8" 4 INCHES (DIAMETER) BY 8 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Melinda Braud at (225) 248-4168 at least	100	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:00 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Melinda Braud DOTD SECT22 MATERIALS TESTING LABOR 5080 FLORIDA BLVD BATON ROUGE, LA 70806				
11	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Tomeka Edwards at (504) 437-3155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Tomeka Edwards DOTD ENG&OP-BRIDGE CITY/DIST02 1440 Highway 90 BRIDGE CITY, LA 70094	100	EA	_____	_____
12	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Sue Lebon at (337) 262-6156 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 7:00AM - 3:30 PM except during holidays, weekends, or times of disaster. No Friday deliveries will be accepted.	100	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Ship To Address: Sue Lebon DOTD ENG&OP-LAFAYETTE/DIST 03 428 HUGH WALLIS ROAD LAFAYETTE, LA 70508				
13	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Crystal Ashby-Tuggle at (318) 549-8328 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:30 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Crystal Ashby-Tuggle DOTD ENG&OP-BOSSIER CITY/DIST04 3339 INDUSTRIAL DR BOSSIER CITY, LA 71112	100	EA	_____	_____
14	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Devon Carpenter at (318) 342-0155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:45 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Devon Carpenter DOTD ENG&OP-MONROE/DISTRICT 05	500	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	8010 DESIARD ROAD MONROE, LA 71203				
15	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Becky Hayes at (337) 437-9188 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 7:30 AM - 3:30 PM except during holidays, weekends, or times of disaster. No Friday deliveries will be accepted. **Ship To Address:** Becky Hayes DOTD ENG&OP-LAKE CHARLES/DIST07 5827 HWY 90 E LAKE CHARLES, LA 70615	50	EA	_____	_____
16	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Cynthia McDonald at (318) 561-5155 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Thursday, 6:30 AM - 4:00 PM except during holidays, weekends, or times of disaster. No Friday deliveries will be accepted. **Ship To Address:** Cynthia McDonald DOTD ENG&OP-ALEXNDRIA/DIST 08 3300 MACARTHUR DR ALEXANDRIA, LA 71301	300	EA	_____	_____
17	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12"	1,000	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Michael Riley at (318) 412-3154 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Wednesday and Friday, 7:00 AM - 3:00 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Michael Riley DOTD ENG&OP-CHASE/DISTRICT 58 6217 HWY 15 S CHASE, LA 71324				
18	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Beth Buckley at (225) 231-4155 or TJ Reiprecht at (225) 231-4115 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:30 PM except during holidays, weekends, or times of disaster. **Ship To Address:** DOTD Eng&Op-Baton Rouge/Dist61 Default Stg Loc 8100 Airline Hwy Baton Rouge, LA 70815	2,000	EA	_____	_____
19	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016	100	EA	_____	_____

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Brand: _____ Model: _____ Vendor must call Julie Ricks at (985) 375-0154 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:45 AM - 4:15 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Julie Ricks DOTD ENG&OP-HAMMOND/DISTRICT62 685 N MORRISON BLVD HAMMOND, LA 70401				
20	**Product ID:** 11266 **Product Category:41114600** MOLD,CONCRETE TEST,LIPPED, 6"x12" 6 INCHES (DIAMETER) BY 12 INCHES (HEIGHT) DOTD SPEC 381-001, REV 5/25/2016 Brand: _____ Model: _____ Vendor must call Melinda Braud at (225) 248-41682 at least twenty-four (24 hours) prior to delivery. Deliveries accepted Monday through Friday, 7:00 AM - 3:00 PM except during holidays, weekends, or times of disaster. **Ship To Address:** Melinda Braud DOTD SECT22 MATERIALS TESTING LABOR 5080 FLORIDA BLVD BATON ROUGE, LA 70806	100	EA	_____	_____

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.

2. ALL BID PRICES MUST BE TYPED OR WRITTEN IN INK. ANY CORRECTIONS, ERASURES OR OTHER FORMS OF ALTERATION TO UNIT PRICES SHOULD BE INITIALED BY THE BIDDER.

3. THIS BID IS TO BE MANUALLY SIGNED IN INK.

4. BID PRICES SHALL INCLUDE DELIVERY OF ALL ITEMS F.O.B. DESTINATION OR AS OTHERWISE PROVIDED. BIDS CONTAINING "PAYMENT IN ADVANCE" OR "C.O.D" REQUIREMENTS MAY BE REJECTED. PAYMENT IS TO BE MADE WITHIN 30 DAYS AFTER RECEIPT OF PROPERLY EXECUTED INVOICE OR DELIVERY, WHICHEVER IS LATER.

5. AMOUNT OF BID BOND REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE

6. AMOUNT OF PERFORMANCE BOND, IF REQUIRED: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION

7. DESIRED DELIVERY: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION

8. TO ASSURE CONSIDERATION OF YOUR BID, ALL BIDS AND ADDENDA SHOULD BE RETURNED IN AN ENVELOPE OR PACKAGE CLEARLY MARKED WITH THE BID OPENING DATE AND THE BID NUMBER, OR SUBMITTED IN THE SPECIAL ENVELOPE IF FURNISHED FOR THAT PURPOSE.

9. BIDS SUBMITTED ARE SUBJECT TO PROVISIONS OF THE LAWS OF THE STATE OF LOUISIANA INCLUDING BUT NOT LIMITED TO L.R.S. 39:1551-1736; PURCHASING RULES AND REGULATIONS; EXECUTIVE ORDERS; STANDARD TERMS AND CONDITIONS; SPECIAL CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.

10. IMPORTANT: BY SIGNING THE BID, THE BIDDER CERTIFIES COMPLIANCE WITH ALL INSTRUCTIONS TO BIDDERS, TERMS, CONDITIONS AND SPECIFICATIONS, AND FURTHER CERTIFIES THAT THIS BID IS MADE WITHOUT COLLUSION OR FRAUD. THIS BID IS TO BE MANUALLY SIGNED IN INK BY A PERSON AUTHORIZED TO BIND THE VENDOR (SEE NO.30). ALL BID INFORMATION SHALL BE WITH INK OR TYPEWRITTEN.

11. ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE AND ADDRESS SHOWN ABOVE.

12. CONFERENCE: ADDRESSED IN THE SPECIAL TERMS AND CONDITIONS SECTION IF APPLICABLE

13. BID FORMS.
ALL WRITTEN BIDS, UNLESS OTHERWISE PROVIDED FOR, MUST BE SUBMITTED ON, AND IN ACCORDANCE WITH, FORMS PROVIDED, PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:

A. BID CONTAINS NO SIGNATURE INDICATING INTENT TO BE BOUND;
B. BID FILLED OUT IN PENCIL; AND
C. BID NOT SUBMITTED ON THE STATE'S STANDARD FORMS.

BIDS MUST BE RECEIVED AT THE ADDRESS SPECIFIED IN THE SOLICITATION PRIOR TO BID OPENING TIME IN ORDER TO BE CONSIDERED. FAX ALTERATIONS, NOT INVOLVING PRICING, TO BIDS RECEIVED BEFORE BID OPENING TIME WILL BE CONSIDERED PROVIDED BID FORM AND FAXED ALTERATION HAVE BEEN RECEIVED AND TIME-STAMPED BEFORE BID OPENING. ALTERATIONS TO PRICE MUST BE RECEIVED IN A SEALED ENVELOPE WITH THE BID NUMBER, OPENING DATE AND TIME DISPLAYED ON THE OUTSIDE OF THE ENVELOPE AND TIME STAMPED BEFORE BID OPENING. ENTIRE BID SHOULD BE RETURNED, EXECEPT ITEM PAGES NOT BID.

14. STANDARDS OF QUALITY.
ANY PRODUCT OR SERVICE BID SHALL CONFORM TO ALL APPLICABLE FEDERAL AND STATE LAWS AND REGULATIONS AND THE SPECIFCATIONS CONTAINED IN THE SOLICITATION. UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION, AND ANY MANUFACTURER'S NAME, TRADE NAME, BRAND NAME, OR CATALOG NUMBER USED IN THE SPECIFICATION IS FOR

THE PURPOSE OF DESCRIBIING THE STANDARD OF QUALITY, PERFORMANCE AND CHARACTERISTICS DESIRED AND IS NOT INTENDED TO LIMIT OR RESTRICT COMPETITION. BIDDER MUST SPECIFY THE BRAND AND MODEL NUMBER OF THE PRODUCT OFFERED IN HIS BID. BIDS NOT SPECIFYING BRAND AND MODEL NUMBER SHALL BE CONSIDERED AS OFFERING THE EXACT PRODUCTS SPECIFIED IN THE SOLICITATION.

15. DESCRIPTIVE INFORMATION.
BIDDERS PROPOSING AN EQUIVALENT BRAND OR MODEL SHOULD SUBMIT WITH THE BID INFORMATION (SUCH AS ILLUSTRATIONS, DESCRIPTIVE LITERATURE, TECHNICAL DATA) SUFFICIENT FOR STATE OF LOUISIANA TO EVALUATE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS IN THE SOLICITATION. FAILURE TO SUBMIT DESCRIPTIVE INFORMATION MAY CAUSE BID TO BE REJECTED. ANY CHANGE MADE TO A MANUFACTURER'S PUBLISHED SPECIFICATIONS SUBMITTED FOR A PRODUCT SHALL BE VERIFIABLE BY THE MANUFACTURER. IF ITEM(S) BID DO NOT FULLY COMPLY WITH SPECIFICATIONS (INCLUDING BRAND AND/OR PRODUCT NUMBER), BIDDER SHOULD STATE IN WHAT RESPECT ITEM(S) DEVIATE. FAILURE TO NOTE EXCEPTIONS ON THE BID FORM WILL NOT RELIEVE THE SUCCESFUL BIDDER(S) FROM SUPPLYING THE ACTUAL PRODUCTS REQUESTED.

16. BID OPENING.
BIDDERS MAY ATTEND THE BID OPENING, BUT NO INFORMATION OR OPINIONS CONCERNING THE ULTIMATE CONTRACT AWARD WILL BE GIVEN AT THE BID OPENING OR DURING THE EVALUATION PROCESS. BIDS MAY BE EXAMINED WITHIN 72 HOURS AFTER BID OPENING. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS. WRITTEN BID TABULATIONS WILL NOT BE FURNISHED.

17. AWARDS.
THE STATE OF LOUISIANA RESERVES THE RIGHT TO AWARD ITEMS SEPARATELY, GROUPED OR ON AN ALL-OR-NONE BASIS AND TO REJECT ANY OR ALL BIDS AND WAIVE ANY INFORMALITIES.

18. PRICES .
UNLESS OTHERWISE SPECIFIED BY THE STATE OF LOUISIANA IN THE SOLICITATION, BID PRICES MUST BE COMPLETE, INCLUDING TRANSPORTATION PREPAID BY BIDDER TO DESTINATION AND FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE CONTRACTUAL PERIOD. BIDS OTHER THAN F.O.B. DESTINATION MAY BE REJECTED. PRICES SHOULD BE QUOTED IN THE UNIT (EACH, BOX, CASE, ETC.) AS SPECIFIED IN THE SOLICITATION.

19. DELIVERIES.
BIDS MAY BE REJECTED IF THE DELIVERY TIME INDICATED IS LONGER THAN THAT SPECIFIED IN THE SOLICITATION.

20. TAXES.
VENDOR IS RESPONSIBLE FOR INCLUDING ALL APPLICABLE TAXES IN THE BID PRICE. STATE AGENCIES ARE EXEMPT FROM ALL STATE AND LOCAL SALES AND USE TAXES.

21. NEW PRODUCTS.
UNLESS SPECIFICALLY CALLED FOR IN THE SOLICITATION, ALL PRODUCTS FOR PURCHASE MUST BE NEW, NEVER PREVIOUSLY USED, AND THE CURRENT MODEL AND/OR PACKAGING. NO REMANUFACTURED, DEMONSTRATOR, USED OR IRREGULAR PRODUCT WILL BE CONSIDERED FOR PURCHASE UNLESS OTHERWISE SPECIFIED IN THE SOLICITATION. THE MANUFACTURER'S STANDARD WARRANTY WILL APPLY UNLESS OTHERWISE SPECIFED IN THE SOLICITATION.

22. CONTRACT RENEWALS.
UPON AGREEMENT OF THE STATE OF LOUISIANA AGENCY AND THE CONTRACTOR, A TERM CONTRACT MAY BE EXTENDED FOR 2 ADDITIONAL 12-MONTH PERIODS AT THE SAME PRICES, TERMS AND CONDITIONS. IN SUCH CASES, THE TOTAL CONTRACT TERM CANNOT EXCEED 36 MONTHS.

23. CONTRACT CANCELLATION.
THE STATE OF LOUISIANA HAS THE RIGHT TO CANCEL ANY CONTRACT, IN ACCORDANCE WITH PURCHASING RULES AND REGULATIONS, FOR CAUSE, INCLUDING BUT NOT LIMITED TO, THE FOLLOWING: (1) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (2) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; (3) MISREPRESENTATION BY THE CONTRACTOR; (4) FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE;

(5) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW;
(6) ANY OTHER BREACH OF CONTRACT.

THE STATE, BY WRITTEN NOTICE, MAY TERMINATE THIS CONTRACT, IN WHOLE OR IN PART, WHEN IT IS IN THE STATE'S INTEREST. IF THIS CONTRACT IS TERMINATED, THE STATE SHALL BE LIABLE ONLY FOR GOODS OR SERVICES DELIVERED OR ACCEPTED. THE STATE NOTICE OF TERMINATION MAY PROVIDE THE CONTRACTOR THIRTY (30) DAYS PRIOR NOTICE BEFORE IT BECOMES EFFECTIVE. HOWEVER, AT THE STATE'S SOLE OPTION A TERMINATION OF CONVENIENCE MAY BE EFFECTIVE IMMEDIATELY AND MAY APPLY TO DELIVERY ORDERS (IF APPLICABLE) OR TO THE CONTRACT IN WHOLE.

24. DEFAULT OF CONTRACTOR.
FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE BID WILL CONSTITUTE A DEFAULT AND MAY CAUSE CANCELLATION OF THE CONTRACT. WHERE THE STATE HAS DETERMINED THE CONTRACTOR TO BE IN DEFAULT. THE STATE RESERVES THE RIGHT TO PURCHASE ANY OR ALL PRODUCTS OR SERVICES COVERED BY THE CONTRACT ON THE OPEN MARKET AND TO CHARGE THE CONTRACTOR WITH COST IN EXCESS OF THE CONTRACT PRICE. UNTIL SUCH ASSESSED CHARGES HAVE BEEN PAID, NO SUBSEQUENT BID FROM THE DEFAULTING CONTRACTOR WILL BE CONSIDERED.

25. ORDER OF PRIORITY.
IN THE EVENT THERE IS A CONFLICT BETWEEN THE INSTRUCTIONS TO BIDDERS OR STANDARD CONDITIONS AND THE SPECIAL CONDITIONS, THE SPECIAL CONDITIONS SHALL GOVERN.

26. APPLICABLE LAW.
ALL CONTRACTS SHALL BE CONSTRUED IN ACCORDANCE WITH AND GOVERNED BY THE LAWS OF THE STATE OF LOUISIANA.

27. COMPLIANCE WITH CIVIL RIGHTS LAWS.
BY SUBMITTING AND SIGNING THIS BID, BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE FOLLOWING AS APPLICABLE: TITLE VI AND VII OF THE CIVIL RIGHTS ACT OF 1964, AS AMENDED BY THE EQUAL OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VETERAN'S READJUSMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE ACT OF 1975, AND BIDDER AGREES TO ABIDE BY THE REQUIREMENTS OF THE AMERICANS WITH DISABILITIES ACT OF 1990. BIDDER AGREES NOT TO DISCRIMINATE IN ITS EMPLOYMENT PRACTICES, AND WILL RENDER SERVICES UNDER ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION WITHOUT REGARD TO RACE, COLOR, RELIGION, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, OR DISABILITIES. ANY ACT OF DISCRIMINATION COMMITTED BY BIDDER, OR FAILURE TO COMPLY WITH THESE STATUTORY OBLIGATIONS WHEN APPLICABLE, SHALL BE GROUNDS FOR TERMINATION OF ANY CONTRACT ENTERED INTO AS A RESULT OF THIS SOLICITATION.

28. SPECIAL ACCOMMODATION.
ANY "QUALIFIED INDIVIDUAL WITH A DISABILITY" AS DEFINED BY THE AMERICANS WITH DISABILITIES ACT WHO HAS SUBMITTED A BID AND DESIRES TO ATTEND THE BID OPENING, MUST NOTIFY THIS OFFICE IN WRITING NOT LATER THAN 7 DAYS PRIOR TO THE BID OPENING DATE OF THEIR NEED FOR SPECIAL ACCOMMODATIONS. IF THE REQUEST CANNOT BE REASONABLY PROVIDED, THE INDIVIDUAL WILL BE INFORMED PRIOR TO THE BID OPENING.

29. INDEMNITY.
CONTRACTOR AGREES, UPON RECEIPT OF WRITTEN NOTICE OF A CLAIM OR ACTION, TO DEFEND THE CLAIM OR ACTION, OR TAKE OTHER APPROPRIATE MEASURE, TO INDEMNIFY, AND HOLD HARMLESS, THE STATE, ITS OFFICERS, ITS AGENTS AND ITS EMPLOYEES FROM AND AGAINST ALL CLAIMS AND ACTIONS FOR BODILY INJURY, DEATH OR PROPERTY DAMAGES CAUSED BY THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. CONTRACTOR IS OBLIGATED TO INDEMNIFY ONLY TO THE EXTENT OF THE FAULT OF THE CONTRACTOR, ITS OFFICERS, ITS AGENTS, OR ITS EMPLOYEES. HOWEVER, THE CONTRACTOR SHALL HAVE NO OBLIGATION AS SET FORTH ABOVE WITH RESPECT TO ANY CLAIM OR ACTION FROM BODILY INJURY, DEATH OR PROPERTY DAMAGES ARISING OUT OF THE FAULT OF THE STATE, ITS OFFICERS, ITS AGENTS OR ITS EMPLOYEES.

30. SIGNATURE AUTHORITY.
ATTENTION: R.S. 39:1594(C)(4) REQUIRES EVIDENCE OF AUTHORITY TO SIGN AND SUBMIT BIDS TO THE STATE OF LOUISIANA. YOU MUST INDICATE WHICH OF THE FOLLOWING APPLY TO THE SIGNER OF THIS BID.

PLEASE CIRCLE ONE:

1. THE SIGNER OF THIS BID IS EITHER A CORPORATE OFFICER WHO IS LISTED ON THE MOST CURRENT ANNUAL REPORT ON FILE WITH THE SECRETARY OF STATE OR A MEMBER OF A PARTNERSHIP OR PARTNERSHIP IN COMMENDAM AS REFLECTED IN THE MOST CURRENT PARTNERSHIP RECORDS ON FILE WITH THE SECRETARY OF STATE. A COPY OF THE ANNUAL REPORT OR PARTNERSHIP RECORD MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.

2. THE SIGNER OF THE BID IS A REPRESENTATIVE OF THE BIDDER AUTHORIZED TO SUBMIT THIS BID AS EVIDENCED BY DOCUMENTS SUCH AS, CORPORATE RESOLUTION, CERTIFICATION AS TO CORPORATE PRINCIPAL., ETC. IF THIS APPLIES A COPY OF THE RESOLUTION, CERTIFICATION, OR OTHER SUPPORTIVE DOCUMENTS MUST BE ATTACHED HERETO.

3. THE BIDDER HAS FILED WITH THE SECRETARY OF STATE AN AFFIDAVIT OR RESOLUTION OR OTHER ACKNOWLEDGED/ AUTHENTIC DOCUMENT INDICATING THAT THE SIGNER IS AUTHORIZED TO SUBMIT BIDS FOR PUBLIC CONTRACTS. A COPY OF THE APPLICABLE DOCUMENT MUST BE SUBMITTED TO THIS OFFICE BEFORE CONTRACT AWARD.

4. THE SIGNER OF THE BID HAS BEEN DESIGNATED BY THE BIDDER AS AUTHORIZED TO SUBMIT BIDS ON THE BIDDER'S VENDOR REGISTRATION ON FILE WITH THIS OFFICE.

31. IN ACCORDANCE WITH THE PROVISIONS OF R.S. 39:2182, IN AWARDING CONTRACTS AFTER AUGUST 15, 2010, ANY PUBLIC ENTITY IS AUTHORIZED TO REJECT A PROPOSAL OR BID FROM, OR NOT AWARD THE CONTRACT TO, A BUSINESS IN WHICH ANY INDIVIDUAL WITH AN OWNERSHIP INTEREST OF FIVE PERCENT OR MORE, HAS BEEN CONVICTED OF, OR HAS ENTERED A PLEA OF GUILTY OR NOLO CONTENDERE TO ANY STATE FELONY OR EQUIVALENT FEDERAL FELONY CRIME COMMITTED IN THE SOLICITATION OR EXECUTION OF A CONTRACT OR BID AWARDED UNDER THE LAWS GOVERNING PUBLIC CONTRACTS UNDER THE PROVISIONS OF CHAPTER 10 OF TITLE 38 OF THE LOUISIANA REVISED STATUTES OF 1950, PROFESSIONAL, PERSONAL, CONSULTING, AND SOCIAL SERVICES PROCUREMENT UNDER THE PROVISIONS OF CHAPTER 16 OF TITLE 39, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF TITLE 39.

32. FEDERAL CLAUSES, IF APPLICABLE

CIVIL RIGHTS

BOTH PARTIES SHALL ABIDE BY THE REQUIREMENTS OF TITLE VII OF THE CIVIL RIGHTS ACT OF 1964, AND SHALL NOT DISCRIMINATE AGAINST EMPLOYEES OR APPLICANTS DUE TO COLOR, RACE, RELIGION, SEX, HANDICAP OR NATIONAL ORIGIN. FURTHERMORE, BOTH PARTIES SHALL TAKE AFFIRMATIVE ACTION PURSUANT TO EXECUTIVE ORDER #11246 AND THE NATIONAL VOCATIONAL REHABILITATION ACT OF 1973 TO PROVIDE FOR POSITIVE POSTURE IN EMPLOYING AND UPGRADING PERSONS WITHOUT REGARD TO RACE, COLOR, RELIGION, SEX, HANDICAP OR NATIONAL ORIGIN, AND SHALL TAKE AFFIRMATIVE ACTION AS PROVIDED IN THE VIETNAM ERA VETERAN'S READJUSTMENT ACT OF 1974. BOTH PARTIES SHALL ALSO ABIDE BY THE REQUIREMENTS OF TITLE VI OF THE CIVIL RIGHTS ACT OF 1964 AND THE VOCATIONAL REHABILITION ACT OF 1973 TO ENSURE THAT ALL SERVICES ARE DELIVERED WITHOUT DISCRIMINATION DUE TO RACE, COLOR, NATIONAL ORIGIN OR HANDICAP.

ANTI-KICKBACK CLAUSE

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE MANDATE DICTATED BY THE COPELAND "ANTI-KICKBACK" ACT WHICH PROVIDES THAT EACH CONTRACTOR OR SUBGRANTEE SHALL BE PROHIBITED FROM INDUCING, BY ANY MEANS, ANY PERSON EMPLOYED IN THE COMPLETION OF WORK, TO GIVE UP ANY PART OF THE COMPENSATION TO WHICH HE IS OTHERWISE ENTITLED.

CLEAN AIR ACT

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 306 OF THE CLEAN AIR ACT WHICH PROHIBITS THE USE UNDER NON-EXEMPT CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

CLEAN WATER ACT

THE CONTRACTOR HEREBY AGREES TO ADHERE TO THE PROVISIONS WHICH REQUIRE COMPLIANCE WITH ALL APPLICABLE STANDARDS, ORDERS OR REQUIREMENTS ISSUED UNDER SECTION 508 OF THE CLEAN WATER ACT WHICH PROHIBITS THE USE UNDER NON-EXEMPT FEDERAL CONTRACTS, GRANTS OR LOANS OF FACILITIES INCLUDED ON THE EPA LIST OF VIOLATING FACILITIES.

ANTI-LOBBYING AND DEBARMENT ACT

THE CONTRACTOR WILL BE EXPECTED TO COMPLY WITH FEDERAL STATUTES IN THE ANTI-LOBBYING ACT AND THE DEBARMENT ACT.

33. CERTIFICATION OF NO SUSPENSION OR DEBARMENT.
BY SIGNING AND SUBMITTING ANY PROPOSAL FOR $25,000 OR MORE, THE PROPOSER CERTIFIES THAT THEIR COMPANY, ANY SUBCONTRACTORS, OR PRINCIPALS ARE NOT SUSPENDED OR DEBARRED BY THE GENERAL SERVICES ADMINISTRATION (GSA) IN ACCORDANCE WITH THE REQUIREMENTS IN "AUDIT REQUIREMENTS IN SUBPART F OF THE OFFICE OF MANAGEMENT AND BUDGET'S UNIFORM ADMINISTRATIVE REQUIREMENTS, COST PRINCIPLES, AND AUDIT REQUIREMENTS FOR FEDERAL AWARDS" (FORMERLY OMB CIRCULAR A-133).

A LIST OF PARTIES WHO HAVE BEEN SUSPENDED OR DEBARRED CAN BE VIEWED VIA THE INTERNET AT HTTPS://WWW.SAM.GOV.

34. IN ACCORDANCE WITH LOUISIANA LAW, ALL CORPORATIONS (SEE LA R.S. 12:262.1) AND LIMITED LIABILITY COMPANIES (SEE LA R.S. 12:1308.2) MUST BE REGISTERED AND IN GOOD STANDING WITH THE LOUISIANA SECRETARY OF STATE IN ORDER TO HOLD A PURCHASE ORDER AND/OR CONTRACT OVER $25,000.

35. ALL BID AMOUNTS SHALL BE SUBMITTED IN UNITED STATES DOLLARS.