



# STATE OF LOUISIANA

Office of State Procurement  
INVITATION TO BID

RESPONSES WILL BE  
PUBLICLY OPENED AT THE  
PHYSICAL ADDRESS BELOW

08/16/2016  
10:00 AM CST

Vendor No.: \_\_\_\_\_  
Solicitation: 3000006171  
Opening Date: 08/16/2016

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

**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:** 3000006171

**Version:** 1

**Buyer:** VICKY HEBERT

**Buyer Phone:** 225-342-4824

**E-Mail:** vicky.hebert@la.gov

**Scheduled Begin Date:**

**Scheduled End Date:**

**T-Number:**

**Ship To Address:**

DHH OFFICE OF PUBLIC HEALTH  
1209 LEESVILLE AVENUE  
BATON ROUGE, LA 70802

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:** Standards, Quality Control - LDH - OPH

**Notice to bidder:**

All vendors that wish to receive email notifications of bid opportunities must be registered in LaGov.

**RFx text:**

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PLEASE PRINT ALL ATTACHMENTS TO ENSURE ALL DOCUMENTS RELATED TO THE RFx ARE REVIEWED PRIOR TO BIDDING

\*\*\* All documents associated with this RFx should be included in the bidder's submission. \*\*\*

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Bid documents include:

Attachment A – Terms & Conditions, pages 1-10

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

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Bid delivery instructions for State Procurement:  
Refer to page 1 in Attachment A – Terms & Conditions

Vendors must be registered in the new LaGov system in order for their bids to be tabulated. Link to LaGov vendor registration:

[https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest\\_user=self\\_reg](https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg)

Please include a W9 with your bid if you are newly registered.

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To establish a contract to supply Quality Control Standards as specified for DHH - Office of Public Health, for a period beginning date of award thru June 30, 2017.

No initial delivery required. Orders will be phoned in on an as needed basis during the contract period.

\*\*\*\*\*INSIDE DELIVERY\*\*\*\*\*

First Floor Receiving Area. Elevator, No Loading Dock.

Contact Person: Donnell Ward  
225-219-5247 –OR- 24/7 Lab Phone: 504-458-9537

Restrictions: To make deliveries, enter facility through West Gate (Side). No 18-wheelers: This facility cannot accommodate delivery by 18-wheelers. No loading dock or forklift at facility. All trucks must have a lift gate or forklift must be provided by the delivery company. Maximum clearance to enter delivery area 14'6".

\*\*\*\*\*

Proprietary: This bid has been approved as a proprietary purchase in accordance with RS 39:1655. Only bidders of the specified brand and model will be considered for an award. No substitutes allowed.

\*\*\*\*\*

Method of Award: Award to be made on an all-or-none basis to the overall low bidder meeting the specifications. The State of Louisiana reserves the right to reject individual line items from the award.

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No initial delivery required. Orders will be phoned in on an as needed basis during the contract period.

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
1	<b>Product Category:41116100</b> Gamma Emitters  ***** Proprietary: This bid has been approved as a proprietary purchase in accordance with RS 39:1655. Only bidders of the specified brand and model will be considered for an award. No substitutes allowed. *****	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Quality Control, Gamma Emitters - One 12 ML screw-top vial yields up to 8 liters after dilution. Includes the radionuclides below within the EPA/NELAC required activity ranges.</p> <ul style="list-style-type: none"> <li>-Barium-133</li> <li>-Cesium-134</li> <li>-Cobalt-50</li> <li>-Zinc-65</li> </ul> <p>Standards - Gamma Emitters, RadChem, (CRM) - ERA Catalog #758</p> <p>*****</p> <p>No initial delivery is required. Items will be phoned in on an as needed basis during the contract period of date of award through June 30, 2017.</p> <p>Agency Contact: Donnell Ward, 225-219-5247 - OR - 24/7 Lab Phone, 504-458-9537</p> <p>*****</p>				
2	<p><b>Product Category:41116100</b>            Gross Alpha/Beta</p> <p>Gross Alpha/Beta RadChem Quality Control, (CRM)</p> <p>One 12 ML Screw-top vial yields to 1 liter after dilution. Includes all the radionuclides below within the EPA/NELAC required activity ranges.</p> <ul style="list-style-type: none"> <li>-Gross Alpha</li> <li>-Gross Beta</li> </ul> <p>ERA Catalog #759</p>	4	EA		
3	<p><b>Product Category:41116100</b>            Naturals</p> <p>Naturals, RadChem Quality Control, (CRM)</p> <p>One 12 ML screw-top vial yields up to 16 liters after dilution. Includes all the radionuclides within the EPA/NELAC required ranges.</p> <ul style="list-style-type: none"> <li>-Radium-226</li> <li>-Radium-228</li> <li>-Uranium (NAT)</li> <li>-Uranium (NAT) Mass</li> </ul> <p>ERA Catalog#751</p>	8	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
4	<p><b>Product Category:41116100</b> Tritium</p> <p>Tritium, RadChem Quality Control, (CRM)</p> <p>One 250ML whole-volume bottle is ready to analyze. Contains tritium within the activity range. -1,000-32,000 PCI/L -Tritium</p> <p>ERA Catalog #752</p>	4	EA		
5	<p><b>Product Category:41116100</b> Iodine-131</p> <p>Iodine- 131, RadChem Quality Control, (CRM)</p> <p>One 12ML screw-top vial yields up to 4 liters after dilution. Contains iodine-131 within the range 1-30 PCI/L after dilution. -Iodine-131</p> <p>ERA Catalog #750</p>	4	EA		
6	<p><b>Product Category:41116100</b> Strontium-89/90</p> <p>Strontium-89/90, RadChem Quality Control, (CRM)</p> <p>One 12ML screw-top vial yields up to 8 liters after dilution. -Strontium-89 -Strontium-90</p> <p>ERA Catalog #757</p>	4	EA		
7	<p><b>Product Category:41116100</b> Hardness</p> <p>Hardness Portable Water Quality Control, WS, (CRM)</p> <p>One 250 ML whole-volume bottle is ready to analyze. Now includes sodium in the new EPA/NELAS required.</p> <p>PT concentration range. Use with AA,ICP-OES, ICP-MS or Titrimetric Methods. -Calcium -Magnesium -Sodium -Calcium hardness as Caco3</p>	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	ERA Catalog #693				
8	<p><b>Product Category:41116100</b> Inorganics</p> <p>Inorganics Portable Water Quality Control, WS, (CRM)</p> <p>One 500ML whole-volume bottle is ready to analyze. Now includes alkalinity in the new EPA/NELAC required PT range. Also, includes sodium at an intentionally higher range than in the hardness standard.</p> <ul style="list-style-type: none"> <li>-Alkalinity</li> <li>-Chloride</li> <li>-Conductivity</li> <li>-Fluride</li> <li>-Nitrate as N</li> <li>-Nitrate+Nitrite as N</li> <li>-Potassium</li> <li>-Sodium</li> <li>-Sulfate</li> <li>-Total dissolved solids at 180 degrees C</li> </ul> <p>ERA Catalog #698</p>	8	EA		
9	<p><b>Product Category:41116100</b> pH</p> <p>pH Portable Water, Quality Control, WS (CRM)</p> <p>One 250ML whole-volume bottle is ready to analyze</p> <ul style="list-style-type: none"> <li>-pH</li> </ul> <p>ERA Catalog #779</p>	4	EA		
10	<p><b>Product Category:41116100</b> Metals</p> <p>Metals Potable Water, Quality Control, WS, (CRM)</p> <p>One 15ML screw-top vial yields up to 2 liters after dilution. Use with AA, ICP-OES or ICP-MS Methods.</p> <ul style="list-style-type: none"> <li>-Aluminum</li> <li>-Antimony</li> <li>-Arsenic</li> <li>-Barium</li> <li>-Beryllium</li> <li>-Boron</li> <li>-Cadmium</li> <li>-Chromium</li> <li>-Copper</li> </ul>	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	-Iron -Lead -Manganese -Molybdenum -Nickel -Selenium -Silver -Thallium -Vanadium -Zinc  ERA Catalog #697				
11	<p><b>Product Category:41116100</b>                      Mercury</p> <p>Mercury Potable Water Quality Control, WS, (CRM)</p> <p>One 15ML screw-top vial yields up to 1 liter dilution. Contains both organic and inorganic mercury to test both digestion and analysis procedures. Use with CVAA, ICP-MS or CVAFA methods. For a NG/L level mercury standard see the waste water low-level mercury standard.</p> -Mercury  ERA Catalog #666	4	EA		
12	<p><b>Product Category:41116100</b>                      Inorganic Disinfection #1</p> <p>Inorganic Disinfection #1, Quality Control, WS, (CRM)</p> <p>One 24 ML screw-cap vial yields up to 4 liters after dilution.</p> -Chlorate -Chlorite  ERA Catalog #5272	4	EA		
13	<p><b>Product Category:41116100</b>                      Inorganic Disinfection #2</p> <p>Inorganic Disinfection #2, Quality Control, WS, (CRM)</p> <p>One 24 ML screw-cap vial yields up to 4 liters after dilution.</p> -Bromate -Bromide  ERA Catalog #5262	4	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
14	<p><b>Product Category:41116100</b> o-Phosphate Nutrients</p> <p>o-Phosphate Nutrients Potable Water, Quality Control, WS, (CRM)</p> <p>One 15ML screw-top vial yields up to 2 liters after dilution. Use with Colometric, Ion Chromatography and ISE Methods. -Ortho-Phosphate AS P</p> <p>ERA Catalog #667</p>	4	EA		
15	<p><b>Product Category:41116100</b> Residual Chlorine</p> <p>Residual Chlorine Potable Water, Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. -Total Residual Chlorine -Free Residual Chlorine</p> <p>ERA Catalog #696</p>	4	EA		
16	<p><b>Product Category:41116100</b> Cyanide</p> <p>Cyanide, Quality Control, WS, (CRM)</p> <p>One 15 ML screw-cap vial yields up to 2 liters after dilution. Source material is free Cyanide. -Total Cyanide</p> <p>ERA Catalog #983</p>	4	EA		
17	<p><b>Product Category:41116100</b> Silica</p> <p>Silica, Quality Control, WS, (CRM)</p> <p>One 60 ML Poly bottle yields 1 liter after dilution. -Silica as SiO2</p> <p>ERA Catalog #785</p>	4	EA		
18	<p><b>Product Category:41116100</b> Turbidity</p> <p>Turbidity Potable water, Quality Control, WS (CRM)</p>	4	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	One 15 ML screw-cap vial yields up to 1 liter after dilution. Use with nephelometric methods -Turbidity  ERA Catalog #699				
19	<b>Product Category:41116100</b> Nitrate  Nitrate Potable Water, Quality Control, WS, (CRM)  One 15 ML screw-top vial yields up to 2 liters after dilution. Use with Colormetric, Ion Chromatography and ISE Methods. -Nitrate as N  ERA Catalog #695	4	EA		
20	<b>Product Category:41116100</b> Halomethanes  Halomethanes (THMS) Potable Water Quality Control, WS, (CRM)  One 2 ML flame-sealed ampule yields in excess of 200 ML after dilution. Use with EPA Methods 502.2, 524.2 and 551. Each standard is certified for all analytes below at 10.50uG/L (40-200 uG/L for total THMS) after dilution. -Bromodichloromethane -Bromoform -Chlorodibromomethane -Chloroform -Total Trihalomethanes  ERA Catalog #702	4	EA		
21	<b>Product Category:41116100</b> Haloacetic Acids  Haloacetic Acids Potable Water Quality Control, (HAA), WS (CRM)  One 2 ML flame-sealer ampule yields up to 2 liters after dilution. Use with EPA Method 552. Each standard contains all six analytes listed below at 10-50 uG/L. -Bromoacetic Acid -Bromochloroacetic Acid -Chloroacetic Acid -Dibromoacetic Acid -Dichloroacetic Acid	4	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	-Trichloroacetic Acid  ERA Catalog #684				
22	<b>Product Category:41116100</b> Regulated Volatiles  Regulated Volatiles Potable Water Quality Control, WS, (CRM)  One 2 ML flame-sealed ampule yields in excess of 200 ML after dilution. Use with EPA methods 502.2 and 524.2. Each standard contains all the analytes below at 1-50 uG/L after dilution. -Benzene -Carbon Tetrachloride  ERA Catalog #703	4	EA		
23	<b>Product Category:41116100</b> Unregulated Volatiles  Unregulated Volatiles Potable Water Quality Control, WS, (CRM)  One 2 ML flame-sealed ampule yield in excess of 200 ML after dilution. Use with EPA Method 502.2 abd 524.2. Each standard contains at least 20 analytes, randomly selected form the list below, at 5-50 uG/L, except naphthalene which if spiked, is included at 2-50 uG/L after dilution. All unspiked anaytes are certified at < uG/L. -Bromobenzene -Bromomethane -Tert-Butyl Methyl Ether (MTBE) -N-Butylbenzene -Sec-Butylbenzene -Chloroehtane -Chloromethane -2 Chlorotoluene -4 chlorotoluene -Dibromomethane -1,3 Dichlorodifluoromethane -Dichlorodifluoromethane -1,1 Dichloroethane -1,3 Dichloropropane -2,2 Dichloropropane -1,1 Dichloropropene -CIS - 1,3-Dichloropropene -Fluorotrichloromethane -Hexachlorobutadiene -Isopropylbenzene	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	-4-Isopropyltoluene -Naphthalene -N-Propylbenzene -1,1,1,2-Tetrachloroethane -1,1,2,2- Tetrachloroethane -1,2,3-Trichlorobenzene -1,2,3-Trichloropropane -1,2,4 - Trimethylbenzene -1,3,5 - Trimethylbenzene  ERA Catalog #683				
24	<p><b>Product Category:41116100</b>                      Pesticides</p> <p>Pesticides, Quality Control, WS, (CRM)</p> <p>One 2 mL flame-sealed ampule yields up to 2 liters after dilution. Each standard contains at least 16 analytes randomly selected from the list below at 0.2-20 µg/L.</p> <p>Alachlor                      Aldrin                      Atrazine                      gamma-BHC (Lindane)                      Bromacil                      Butachlor                      Diazinon                      Dieldrin                      Endrin                      Heptachlor                      Heptachlor epoxide (beta)                      Hexachlorobenzene                      Hexachlorocyclopentadiene                      Methoxychlor                      Metolachlor                      Metribuzin                      Molinate (Ordram)                      Prometon                      Propachlor                      Simazine                      Thiobencarb                      Trifluralin</p> <p>ERA Catalog #709</p>	8	EA		
25	<p><b>Product Category:41116100</b>                      Carbamate/Carbamoxylxime</p> <p>Carbamate/Carbamoxylxime Pesticides Potable Water Quality Control, WS, (CRM)</p>	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA methods 531.1, 531.2 and 632. Each standard contains all analytes below at 15-150 uG/L after dilution.</p> <ul style="list-style-type: none"> <li>-Aldicarb</li> <li>-Aldicarb Sulfone</li> <li>-Aldicarb Sulfoxide</li> <li>-Baygon</li> <li>-Carbaryl</li> <li>-Carbofuran</li> <li>-3-Hydroxycarbofuran</li> <li>-Methocarb</li> <li>-Methomyl</li> <li>-Oxamyl</li> </ul> <p>ERA Catalog #707</p>				
26	<p><b>Product Category:41116100</b> Chlordane</p> <p>Chlordane Potable Water Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA Methods 505, 508, and 525. Each standard contains technical chlordane at 2-20 uG/L after dilution.</p> <ul style="list-style-type: none"> <li>-Chlordane, Technical</li> </ul> <p>ERA Catalog #705</p>	4	EA		
27	<p><b>Product Category:41116100</b> Toxaphene</p> <p>Toxaphene Potable Water Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA Methods 505, 508 and 525. Each standard contains toxaphene at 3-20 uG/L after dilution.</p> <ul style="list-style-type: none"> <li>-Toxaphene</li> </ul> <p>ERA Catalog #700</p>	4	EA		
28	<p><b>Product Category:41116100</b> EDB/DBCP/TCP</p> <p>EDB/DBCP/TCP Potable Water Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields in excess of 200 ML after dilution. Use with EPA Methods 504 and 551.</p>	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Each lot contains all analytes below at 0.1-2 iG/L after dilution.</p> <ul style="list-style-type: none"> <li>-Dibromochloropropane (DBCP)</li> <li>-Ethylene Dibromide (EDB)</li> <li>-1,2,3 - Trichloropropane</li> </ul> <p>ERA Catalog #706</p>				
29	<p><b>Product Category:41116100</b> PCB's as Decachlorobiphenyl</p> <p>PCB's as Decachlorobiphenyl Potable Water Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA quantitative method 508A. this standard can also be used for Anclor Identification and Quantitation using Method 505, 508, and 508.1. Each standard includes a different Anclor, randomly selected from the list below, at 0.5-5 uG/L as decachlorobiphenyl and dilution.</p> <ul style="list-style-type: none"> <li>-Aroclor 1016</li> <li>-Aroclor 1221</li> <li>-Aroclor 1232</li> <li>-Aroclor 1242</li> <li>-Aroclor 1248</li> <li>-Arocolor 1254</li> <li>-Arocolor 1260</li> <li>-PCB Aroclor identity</li> <li>-PCB as Decachlorobiphenyl</li> </ul> <p>ERA Catalog #708</p>	4	EA		
30	<p><b>Product Category:41116100</b> Semivolatiles #1</p> <p>Semivolatiles #1 Potable Water Quality Control, WS, (CRM)</p> <p>Includes PAHS, Phthalates and Adipates. One 2ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA Methods 506, 525, and 550. Each lot contains Benzo(A)Pyrene, Bis(2-Ethylhexyl) Adipate, and BIS(2-Ethylhexyl) Phthalate plus at least 13 additional analytes, selected from the list below, at 0.2-50 uG/L after dilution.</p> <ul style="list-style-type: none"> <li>-Acenaphthene</li> <li>-Acenaphthylene</li> <li>-Anthracene</li> <li>-Benzo(A) Anthracene</li> </ul>	4	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<ul style="list-style-type: none"> <li>-Benzo(B)Fluoranthene</li> <li>-Benzo(K) Fluoranthene</li> <li>-Benzo(G,H,I) Perylene</li> <li>-Benzo(A)Pyrene</li> <li>-Butylbenzylphthalate</li> <li>-Chrysene</li> <li>-Dibenz(A,H) Anthracene</li> <li>-Di-N-Butylphthalate</li> <li>-Diethylphthalate</li> <li>-Dimethylphthalate</li> <li>-Di-N-Octylphthalate</li> <li>-BIS(2-Ethylhexyl)Adipate</li> <li>-BIS(2-Ethylhexyl)Phthalate</li> <li>-Fluorene</li> <li>-Indeno(1,2,3-CD) Pyrene</li> <li>-Naphthalene</li> <li>-Phenanthrene</li> <li>-Pyrene</li> </ul> <p>ERA Catalog #690</p>				
31	<p><b>Product Category:41116100</b> Chlorinated Acid Herbicides</p> <p>Chlorinated Acid Herbicides Potable Water Quality Control, WS, (CRM)</p> <p>One 2 ML flame-sealed ampule yields up to 2 liters after dilution. Use with EPA methods 515.1, 515.2, 515.3, 515.4 and 555. Each standard contains at least 13 analytes, randomly selected from the list below, at 10150 uG/L after dilution. All unspecified analytes are certified at &lt;1 uG/L</p> <ul style="list-style-type: none"> <li>-Acifluorfen</li> <li>-Bentazon</li> <li>-2,4-D</li> <li>-Dacthal Diacid (DCPA)</li> <li>-Dalapon</li> <li>-2,4-DB</li> <li>-Dicamba</li> <li>3,5-Dichlorobenzoic Acid</li> <li>-Dichlorprop</li> <li>-Dinoseb</li> <li>-4-Nitrophenol</li> <li>-Pentachlorophenol</li> <li>-Picloram</li> </ul> <p>ERA Catalog #704</p>	4	EA		
32	<p><b>Product Category:41116100</b> Semivolatiles #2 Herbicides</p>	12	EA		

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LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Semivolatiles #2 Herbicides Potable Water Quality Control, WS (CRM)  One 2 ML flame-sealed ampule yields up to 2 liters after dilution. use with RPA methods 547, 548, and 549. Each standard contains all the analytes below t 8-800 uG/L after dilution. -Diquat -Endothall -Glyphosate -Paraquat  ERA Catalog #691				
33	<b>Product Category:41116100</b> Complex Nutrients  Complex Nutrients, WS, (CRM)  One 15 ML screw-cap vial yields up to 2 liters after dilution. -Total Kjeldahl Nitrogen as N -Total Phosphorus as P  ERA Catalog #525	4	EA		
34	<b>Product Category:41116100</b> Lithium  Lithium, WS (CRM)  One 15 ML screw-cap vial yields up to 2 liters after dilution. Designed for the Ohio VAP Program. -Lithium  ERA Catalog #4992	4	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 DESCRIBING 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 SUCCESSFUL 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 SPECIFIED 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 READJUSTMENT 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 AWARDED 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 REHABILITATION 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](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.