

Notice To Vendors This Is Not An Order. It Is Merely A Request For Prices	THE UNIVERSITY OF LOUISIANA AT MONROE Monroe, Louisiana REQUEST FOR QUOTATION <u>BASIC PHARM SCIENCE</u> Department	13-Sep-16	Date and Time by Which Quotation Must be Returned 02:00 PM, Central Time September 29, 2016
	TO THE VENDOR: To be returned on or before date specified above to: THE UNIVERSITY OF LOUISIANA AT MONROE PURCHASING DEPARTMENT, COENEN HALL 140 700 UNIVERSITY AVE (Physical Add: 4014 LaSalle) MONROE, LOUISIANA 71209-2250 NOTE: THE UNIVERSITY RESERVE THE RIGHT TO ACCEPT OR REJECT ANY OR ALL BIDS, AND WAIVE INFORMALITIES THIS BID IS DUE IN PURCHASING OFFICE AS STATED ABOVE <u>LATE BIDS NOT ACCEPTED</u>		
COMPLETE THIS SECTION (Name and Address of Vendor (Firm or Individual)) BEFORE RETURNING <div style="border: 1px solid black; height: 100px; width: 100%;"></div>			
PURCHASE REQUISITION NO.R0012589 BID 50006-070 P. O. No.			

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 BLUE 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. 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 LIST IN THIS SOLICITATION.
6. **THIS IS A SEALED BIDS. MUST BE MAILED OR DELIVERED TO THE PURCHASING DEPARTMENT, COENEN HALL 140, 700 UNIVERSITY AVE, MONROE LA 71209.**
7. **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.**
8. BIDS OR QUOTATIONS MAY BE CONSIDERED FOR ALL OR PART OF TOTAL QUANTITIES.
9. NOTE: A COMPLETE RECORD OF ALL BIDS IS KEPT ON FILE IN THE PURCHASING DEPARTMENT SUBJECT TO THE INSPECTIONS OF ANY CITIZEN. EVERY COURTESY WILL BE AFFORDED ANY CITIZEN WHO IS INTERESTED IN INVESTIGATING FOR ANY PURPOSE THE RECORD OF STATE PURCHASES. **COPIES OF EVALUATION CAN BE FAXED TO YOU ONLY AFTER RECEIPT OF WRITTEN REQUEST. PLEASE DO NOT CALL**
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. ALL BID INFORMATION SHALL BE MADE WITH INK OR TYPEWRITTEN.
11. 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.

For questions regarding this bid, please contact Susie Clay at 318/342-5209.

TO THE VENDOR: Terms Are Net 30 Days	<p style="text-align: center;">TO BE COMPLETED BY VENDOR</p> Name of Vendor (Firm or Individual) _____ Signature _____ Name (Printed) _____ Email _____ Telephone # _____ Fax # _____ Title _____ Quote # _____ Date Submitted _____
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“ADVERTISEMENT FOR BIDS

Sealed bids will be opened and publicly read by the Purchasing Department of The University of Louisiana at Monroe, Coenen Hall 140, 700 University Avenue, Monroe, Louisiana, at 2 PM, September 29, 2016, for the following:

Bid #50006-070 Surface Plasmon Resonance System

Bids must be returned to the Purchasing Office in sealed envelopes. Bids must be submitted on the form enclosed herewith, and in strict conformity with the intent of same without modifications. Bids must be signed in ink, dated, and title of person signing bid must be shown on bid.

Complete bidding documents may be obtained from the Director of Purchasing, The University of Louisiana at Monroe, Monroe, Louisiana, 71209-2250, via fax request at 318/ 342-5218 or State of Louisiana LaPac site: <https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubMain.cfm>. Use bid #50006-069 and 50006-070 respectively.

No bid may be withdrawn for a period of thirty (30) days after receipt of bids.

The Owner reserves the right to reject any and all bids and to waive any informalities incidental thereto.

The University of Louisiana at Monroe adheres to the equal opportunity provisions of federal civil rights laws and regulations.”

**THE UNIVERSITY OF LOUISIANA AT MONROE
INFORMATION FOR BIDDERS AND STANDARD CONDITIONS**

1. GENERAL INFORMATION

- a. Address all inquiries and correspondence to the buyer at the phone and address as shown on cover page.
- b. Bids will be accepted in the Office of the Director of Purchasing, Purchasing Department, Administration Building, Room 1-29, 700 University Avenue, Monroe, LA 71209-2250, until time and date as stated on cover page.
- c. Formal bids, amendments thereto or requests for withdrawal of bids or any part thereof received after time specified for bid opening will not be considered, whether delayed in the mail or for any other cause whatsoever.

2. BID FORMS

- a. All written bids, unless otherwise provided for, must be submitted on, and in accordance with, forms provided, properly signed. Bids in the following manner will not be accepted:
 - i. Bid contains no signature indicating intent to be bound;
 - ii. Bid filled out in pencil; and
 - iii. Bid not submitted on the university's standard forms.
- b. Bids must be received at the address specified in the solicitation prior to bid opening date and time in order to be considered. Telegraphic and Fax alterations to bids received before bid opening time will be considered provided formal bid and written alteration have been received and time-stamped before bid opening time. Entire bid should be returned, except item pages not bid.

3. STANDARDS OF QUALITY

- a. Any product or service bid, shall conform to all applicable federal and state laws and regulations and the specifications contained in the solicitation, unless otherwise specified in the solicitation, and 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.
- b. Unless specifically called for in the solicitation, all products for purchase must be new, never previously used, and the current model and/or packaging and of best quality as measured by acceptable standards of the trade, and any defects in any product may cause its rejection. No remanufactured, demonstrator, used or irregular product will be considered for purchase unless otherwise specified in the solicitation, where applicable, all products are to be covered by standard factory warranty unless otherwise specified by the University.
- c. Bidders proposing an equivalent brand or model should submit with the bid information (such as illustrations, descriptive literature, and technical data) sufficient for the buyer 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 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 must 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.

4. 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 purchasing office of The University of Louisiana at Monroe. Bid tabulations may be secured only after written request.

5. **REJECTION OF BIDS**

Bids from bidders who have a documented history of providing substandard products and/or services will be rejected and returned unopened to the bidder.

6. **AWARDS**

- a. Unless otherwise stated, award will be made to the lowest, responsible bidder, taking into consideration the quality of the products to be supplied and their conformity with the specifications.
- b. The university 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.
- c. Preference is hereby given to materials, supplies, and provisions, produced, manufactured, or grown in Louisiana, quality being equal to articles offered by competitors outside of the state.
- d. Only the issuance of a purchase order constitutes acceptance on the part of the University. The University of Louisiana at Monroe adheres to the equal opportunity provisions of federal civil rights laws and regulations.

7. **PRICES**

- a. Unless otherwise specified by the university 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. Failure to do so may result in your bid being rejected.
- b. The University will not aid in the unloading of any freight, nor be responsible for any additional freight charges. Charges for extra freight labor needed for unloading bulky or heavy items as defined under National Motor Freight Regulations must be included in bid prices.
 - i. **Non-Installed Merchandise.** If you are the successful bidder, you are to make notation on freight bills and bills-of-lading that shipper guarantees charges to protect University against contingency of additional freight charges. Should extra charges be necessary, they will be charged back to the shipper.
 - ii. Instruct the shipper to include on bills-of-lading and freight bills our Purchase Order Number and our company name as first or second vendor. We are more concerned from whom we purchased the merchandise than from whom the merchandise was shipped. If freight is unidentifiable, the University will be forced to refuse shipment.
 - iii. **Installed Merchandise.** All merchandise bid upon "installed" means that you are to deliver, be on hand to receive merchandise when it reaches our premises, uncrate or unpack, assemble and set in place ready for operation, and remove debris from site.
 - iv. The only exception to this statement will be those of instances where installed merchandise comes onto the Campus and is of a nature that the freight line can handle the items involved without the aid of University personnel. In these instances we will allow the freight line to unload the merchandise at the proper site, and will then notify the proper vendor that the merchandise is on hand and ready for installation.
 - v. The shipment is to be consigned to your establishment in care of THE UNIVERSITY OF LOUISIANA AT MONROE with notation on bills-of lading for the freight carrier to contact you, the vendor, before delivery. The University will take no part in the delivery of this merchandise except as noted above.
 - vi. Should for any reason merchandise of a nature requiring additional unloading labor be delivered to our Campus without the vendor being here to receive the freight, the University will refuse to receive the freight and ask the freight line to contact the vendor to arrange for proper delivery. The University will not be responsible for re-delivery charges.

c. Cash discounts will be considered and time will be counted for date of delivery at the University of Louisiana at Monroe or from date correct invoice is received from contractor, if latter date is later than date of delivery. A cash discount for less than 30 days will not be considered in making an award.

d. All bids must be firm prices, free of any escalator clauses.

8. **DELIVERIES**

Bids may be rejected if the delivery time indicated is longer than that specified in the solicitation.

9. **TAXES**

Vendor is responsible for including all applicable taxes in the bid price. The University of Louisiana at Monroe, a state agency, is exempt from all state and local sales and use taxes.

10. **PAYMENT**

After receipt and acceptance of order and receipt of valid invoice, payment will be made by the University of Louisiana at Monroe within thirty (30) days. Payment will be made at the respective unit prices shown on the bid, less any percentages off list price, less Federal excise tax, less cash discount earned.

11. **CONTRACT CANCELLATION**

The University of Louisiana at Monroe 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.

12. **DEFAULT OF CONTRACTOR**

Failure of a contractor to deliver within the time specified, or failure to make replacements of rejected articles, shall permit the University to purchase in the open market articles of comparable grade to take the place of those rejected or not delivered. On all such purchases the contractor shall reimburse the University for any expense incurred in excess of contract prices. Such purchases will be deducted from contract quantities.

13. **CONTRACT RENEWALS**

Upon agreement of the University of Louisiana at Monroe and the Contractor, a term contract may be extended for two (2) additional twelve (12) month periods at the same prices, terms and conditions. In such cases, the total contract term cannot exceed thirty-six (36) months.

14. **ORDER OF PRIORITY**

- a. In the event there is a conflict between the Instructions to bidders or Standard Conditions and the Special Conditions, the Special Conditions shall govern.
- b. Any interpretation of the documents will be made by Addendum only, issued by the purchasing department, and a copy of such addendum will be mailed or faxed to each person receiving a set of the bid documents. The University will not be responsible for any other explanation of the documents.

15. **APPLICABLE LAW**

All contracts shall be construed in accordance with and governed by the Laws of the State of Louisiana.

16. **COMPLIANCE WITH CIVIL RIGHT 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, sex, sexual orientation, gender identity, 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.

17. **SPECIAL ACCOMMODATION**

Any "Qualified individual with a Disability" as defined by the American with Disabilities Act who has submitted a bid and desires to attend the bid opening, must notify this office in writing not later than seven 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.

18. **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.

19. **SIGNATURE AUTHORITY**

In accordance with L.R.S. 39:1594 (Act 121), the person signing the bid must be:

- a. A current corporate officer, partnership member or other individual specifically authorized to submit a bid as reflected in the appropriate records on file with the Secretary of State; or
- b. An individual authorized to bind the vendor as reflected by a Corporate Resolution, Certificate or Affidavit; or
- c. Other documents indicating authority which are acceptable to the public entity.

BID #50006-070
Due: September 29, 2016
@ 2PM, CST

THE UNIVERSITY OF LOUISIANA AT MONROE
PURCHASING DEPARTMENT, COENEN HALL 140
700 UNIVERSITY AVE, MONROE LA 71209-2250
PHONE 318/342-5205; FAX 318/342-5218

SPECIAL CONDITIONS:

1. PLEASE SUBMIT YOUR QUOTE ON THE FOLLOWING ITEMS. ALL ITEMS ARE AS SPECIFIED OR APPROVED EQUAL. THE BRAND GIVEN IS TO ESTABLISH QUALITY DESIRED AND DOES NOT EXCLUDE OTHER BRANDS.
2. IF BIDDING OTHER THAN SPECIFIED, SUFFICIENT INFORMATION SHOULD BE ENCLOSED WITH THE BID IN ORDER TO DETERMINE QUALITY, SUITABILITY, AND COMPLIANCE WITH THE SPECIFICATIONS.
3. FAILURE TO COMPLY WITH THIS REQUEST MAY ELIMINATE YOUR BID FROM CONSIDERATION.
4. ANY ADDITIONS, DELETIONS, OR VARIATIONS FROM THE SPECIFICATIONS SHOULD BE NOTED IN WRITING.
5. ANY INTERPRETATION OF THE DOCUMENTS WILL BE MADE BY ADDENDUM ONLY, ISSUED BY THE PURCHASING DEPARTMENT. YOU MAY FAX QUESTIONS TO THE PURCHASING DEPARTMENT AT 318/342-5218.
6. ANY CLAIMS OR CONTROVERSIES ASSOCIATED WITH THE CONTRACT ISSUED AS A RESULT OF THIS SOLICITATION WILL BE RESOLVED BY THE PROVISIONS OF LSA- R.S. 39:1672.2 – 1672.4.
7. UNLESS OTHERWISE SPECIFIED, BIDS ON THIS CONTRACT WILL BE ASSUMED TO BE FIRM FOR ACCEPTANCE FOR A MINIMUM OF 30 DAYS. IF ACCEPTED, PRICES MUST BE FIRM FOR THE SPECIFIED CONTRACT PERIOD.
8. ALL LINE ITEMS BID MUST HAVE A BRAND SPECIFIED.
9. ALL SHIPPING AND HANDLING CHARGES MUST BE INCLUDED IN UNIT BID QUOTE PRICE.
10. PLEASE STATE ESTIMATED DELIVERY TIME AFTER RECEIPT OF ORDER:

SPECIFICATIONS: Reichert's SR7000DC Surface Plasmon Resonance System or equal to consist of the biosensor, syringe pump, a sample injector(semi-automatic), diverter valve, TraceDrawer Data Analysis License, On-site Installation & Training.

SR7000DC technical data and specifications

Optics

Principle: SPR – Surface Plasmon Resonance. Kretschmann configuration.
Light source / detector: 2 x 12 780 nm LEDs. 2 x 768 pixel CCD detector.
Parallel channels: Two – measurement and reference channel. 4 or more channels possible by serial combination of two or more detectors.
RI resolution: 5×10^{-7} RIU (0.3 RU).
RI dynamic range: 1.32 – 1.52 (125000 RU).
Baseline noise (rms): 0.15 μ RIU (0.1 RU).
Baseline drift: 0.6 μ RIU (0.38 RU) / hour.
Analyte conc. range: 10^{-11} - 10^{-3} M.
Min. molecular weight: < 70 Da.

Liquid handling

Sample application: Flow system with software controlled precision syringe pump. Parallel or serial injection through two channel micro flow cell. Push/pull or static sample application possible (small sample volumes).
Flow rate: 0.1 – 3000 μ l / min.
Pump syringe size: 0.5, 1.0 or 5.0 ml
Sample loop: 10 – 10.000 μ l.
Flow cell volume: 0.7 μ l per channel.
Material: PEEK and Teflon. Stainless steel and teflon optional.
Chemical compatibility: All common solvents, concentrated acids or bases tolerated.
Automation: Optional. Biocompatible autosampler with 4°C sample cooling option. Sample storage in 2 x 48 vial trays or two 96- or 384-well plates.

Temperature management

Principle: 3 integrated peltier elements.
Temperature range: 4 – 90 °C (< 10°C and > 50°C High Temperature Module recommended).
Temperature accuracy: ± 0.015 °C @ 25 °C.

Sensorchips

Material/dimensions: 12 x 12 mm gold coated glass chip or 25 mm diameter glass disc.
Available chip portfolio: > 50 different surfaces. Various hydrogels, 2D coatings, functionalities.
Customized surfaces: Yes.
Individual surface chemistry: Yes.

Software

Data acquisition: Dual channel sensorgram with real time reference channel subtraction. Temperature compensation. High speed scanning option. Reflectivity data accessible any time.
Data analysis: Separate functionality for curve alignment and overlay plot generation. Interface for kinetic data analysis with popular programs such as Scrubber or Clamp. ASCII file export option.
Instrument control: Single GUI interface for integrated control of all system components and programming of the autosampler.

Technical Specifications: SR7000DC	
Measurement channels	2
Sample loading	Autosampler or SAV
Temperature range	10-70°C
Degassing unit	Optional degassing unit
Flow rate range	1-1000 $\mu\text{L}/\text{min}$ with SR8500 pump
21 CFR Part 11 compliance	yes
Sample volume	With SAV 1-5000 μL with Autosampler 1-1000 μL
Refractive index Resolution	5×10^{-7} RU
Refractive index range	1.33 – 1.42 (@780 nm)
Analyte concentration range	1 mM – 1 pM
Minimum molecular weight detection	> 200 Da
Baseline noise	0.15 RU RMS @25 $\mu\text{L}/\text{min}$
Baseline drift	0.01 RU/min
Association rate constant	$10^3 - 10^7 \text{ M}^{-1}\text{s}^{-1}$
Dissociation rate constant	$10^{-1} - 10^{-6} \text{ s}^{-1}$
Equilibrium dissociation constant	mM – 1 pM
Available flow cells	μ -flow cell, UV-, electrochemical flow cell etc.

Proposal:

Item #: 1
Quantity: 1 each
Description: Surface Plasmon Resonance System

Unit Price: _____ **Extended Price:** _____

Please state brand/model number being bid: _____

Please state warranty: _____

Total Price: _____