



**MCNEESE STATE UNIVERSITY**  
**LAKE CHARLES, LOUISIANA 70609**

AN EQUAL OPPORTUNITY INSTITUTION  
 PHONE: (337) 475-5087  
 FAX: (337) 475-5082

**REQUEST FOR BID**

DATE	BID NUMBER
07/27/22	D2300019

PURCHASING CONTACT	PHONE	REQUEST NO.	DEPARTMENT	VENDOR I.D. NO.
Debet Hebert	337-475-5083	R2300393	Student Services	000029655

SEE STANDARD TERMS & CONDITIONS TO BIDDERS.  
VENDOR MUST SIGN AND RETURN BID FORM TITLED "STANDARD TERMS & CONDITIONS TO BIDDERS" WITH BID RESPONSE TO BE CONSIDERED FOR BID AWARD.

**VENDOR:**

Return this bid to McNeese State University  
 Purchasing Department, Smith Hall room 120.  
 150 Lawton Dr., Lake Charles, LA 70605  
 or MSU Box 92415, Lake Charles LA 70609

RESPONSE DUE 08/11/22 2:00 PM

No.	Quantity	Description	Unit	Unit Price	Extension
		Request for Sealed Bid (SB)			
		<p>*****</p> <p>THIS BID MUST BE RETURNED IN A SEALED ENVELOPE/            PACKAGE. PLEASE WRITE THE BID NUMBER            ON THE ENVELOPE/PACKAGE. RETURN TO ONE OF THE            ADDRESSES LISTED ABOVE.</p> <p>*****</p> <p>MCNEESE PURCHASING OFFICE IS NOT RESPONSIBLE FOR            ANY DELAYS CAUSED BY THE CHOSEN MEANS OF SEALED            BID DELIVERY (U.S. POSTAL SERVICE, FedEX, UPS,            etc.). THE BIDDER IS SOLELY RESPONSIBLE FOR THE            TIMELY DELIVERY OF ITS BID. FAILURE TO MEET THE            BID OPENING DATE AND TIME SHALL RESULT IN            REJECTION OF THE BID.</p> <p>*****</p> <p>THIS IS A BID FOR CABLE TELEVISION SERVICE            CONTRACT FOR TWO LOCATIONS AT McNEESE STATE</p>			

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 Phone ( ) \_\_\_\_\_

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TOTAL CONTINUED

Signature \_\_\_\_\_ Date \_\_\_\_\_



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RESPONSE DUE 08/11/22

No.	Quantity	Description	Unit	Unit Price	Extension
1		<p>Request for Sealed Bid (SB)            (Continued...)            UNIVERSITY IN LAKE CHARLES, LOUISIANA.            THE CONTRACT TERM WILL BEGIN SEPTEMBER 1, 2022,            AND WILL RUN THROUGH JUNE 30, 2023 FOR THE FIRST            YEAR. UPON MUTUAL AGREEMENT OF ALL PARTIES,            THE CONTRACT MAY BE RENEWED FOR TWO (2)            ADDITIONAL ONE-YEAR TERMS UNDER THE SAME            TERMS, CONDITIONS AND PRICING.</p> <p>-</p> <p>BID RESPONSES MUST INCLUDE ANY TAXES OR CHARGES            FOR WHICH MCNEESE IS NOT EXEMPT (FCC FEE,            FRANCHISE FEE, etc.) MCNEESE WILL ALLOW FOR            POSSIBLE INCREASES THAT ARE FEDERALLY MANDATED.</p> <p>-</p> <p>VENDORS MAY CONTACT KEDRICK NICHOLAS AT            (337)475-5609 or knicholas@mcneese.edu FOR SITE            INSPECTION.</p> <p>-</p> <p>NO CHANGES TO THE OVERALL CAMPUS AESTHETICS            WILL BE ALLOWED IN THE DELIVERY OF THIS SERVICE.</p> <p>-</p>			

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No.	Quantity	Description	Unit	Unit Price	Extension
1		<p>Request for Sealed Bid (SB) (Continued...)</p> <p>SATELLITE OR IPTV SERVICE IS NOT AN ACCEPTABLE MEANS OF PROVIDING CABLE TELEVISION TO CAMPUS.</p> <p>-</p> <p>CONTRACTOR/VENDOR WILL BE RESPONSIBLE FOR PROVIDING ALL NECESSARY LABOR, MATERIALS, AND EQUIPMENT. CONTRACTOR/VENDOR WILL BE RESPONSIBLE FOR ALL MAINTENANCE AND UP-KEEP, AND MAKE SERVICE CALLS WITHIN FORTY-EIGHT (48) HOURS OF NOTICE.</p> <p>-</p> <p>RESIDENTS WILL NOT BE ABLE TO PURCHASE SERVICES SEE BELOW FOR LOCATIONS AND QUANTITIES.</p> <p>-</p>			
1	12.00	<p>PROVIDE AND MAINTAIN CABLE TELEVISION SERVICE FOR COLLETTE RESIDENCE HALL AT 425 E MCNEESE STREET, LAKE CHARLES, LOUISIANA.</p> <p>PRICING TO INCLUDE: **ALL NECESSARY CALING, BOXES, CONNECTORS, AND REMOTES.</p>	MO		

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RESPONSE DUE 08/11/22

No.	Quantity	Description	Unit	Unit Price	Extension
1		Request for Sealed Bid (SB) (Continued...) **EXPANDED BASIC SERVICES WITH A MINIMUM OF 55 CHANNELLS. **HARD WIRED CABLING TO 82 OUTLETS.			
2	12.00	PROVIDE AND MAINTAIN CABLE TELEVISION SERVICE FOR BURTON RESIDENCE HALL AT 4415 RYAN STREET, LAKE CHARLES, LOUISIANA. PRICING TO INCLUDE: **ALL NECESSARY CABLING, BOXES, CONNECTORS, AND REMOTES. **EXPANDED BASIC SERVICES WITH A MINIMUM OF 55 CHANNELLS. **HARD WIRED CABLING TO 156 OUTLETS. ***** SUCCESSFUL BIDDER WILL BE REQUIRED TO PROVIDE A CERTIFICATE OF LIABILITY INSURANCE PRIOR TO WORKING ON CAMPUS AS FOLLOWS: - 1. COMMERCIAL GENERAL LIABILITY: \$1,000,000 COMBINED SINGLE LIMIT PER OCCURENCE FOR BODILY	MO		

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No.	Quantity	Description	Unit	Unit Price	Extension
2		<p>Request for Sealed Bid (SB)            (Continued...)            INJURY, PERSONAL INJURY AND PROPERTY DAMAGE AND A MINIMUM GENERAL AGGREGATE OF \$2,000,000            2. AUTOMOBILE LIABILITY: \$1,000,000 COMBINED SINGLE LIMIT PER ACCIDENT FOR BODILY INJURY AND PROPERTY DAMAGE.            3. WORKMAN'S COMPENSATION AND EMPLOYERS LIABILITY WORKERS' COMPENSATION LIMITS AS REQUIRED BY THE LABOR CODE OF THE STATE OF LOUISIANA AND EMPLOYERS LIABILITY COVERAGE.            -            ***WORKERS COMPENSATION INDEMNITY***            IN THE EVENT CONTRACTOR IS NOT REQUIRED TO PROVIDE OR ELECTS NOT TO PROVIDE WORKERS COMPENSATION COVERAGE, THE PARTIES HEREBY AGREE THAT CONTRACTOR IT OWNERS, AGENTS AND EMPLOYEES WILL HAVE NO CAUSE OF ACTION AGAINST, AND WILL NOT ASSERT A CLAIM AGAINST, THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES, AGENTS AND EMPLOYEES AS AN EMPLOYER, WHETHER PURSUANT TO THE LOUISIANA WORKERS COMPENSATION ACT OR OTHERWISE, UNDER ANY</p>			

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No.	Quantity	Description	Unit	Unit Price	Extension
2		<p>Request for Sealed Bid (SB)            (Continued...)            CIRCUMSTANCE. THE PARTIES ALSO HEREBY AGREE THAT THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES, AGENTS AND EMPLOYEES SHALL IN NO CIRCUMSTANCE BE, OR CONSIDERED AS, THE EMPLOYER OR STATUTORY EMPLOYER OF CONTRACTOR, ITS OWNERS, AGENTS AND EMPLOYEES. THE PARTIES FURTHER AGREE THAT CONTRACTOR IS A WHOLLY INDEPENDENT CONTRACTOR AND IS EXCLUSIVELY RESPONSIBLE FOR ITS EMPLOYEES, OWNERS, AND AGENTS. CONTRACTOR HEREBY AGREES TO PROTECT, DEFEND, INDEMNIFY AND HOLD THE STATE OF LOUISIANA, ITS DEPARTMENTS, AGENCIES AND EMPLOYEES HARMLESS FROM ANY SUCH ASSERTION OR CLAIM THAT MAY ARISE FROM THE PERFORMANCE OF THIS CONTRACT.            CERTIFICATES PROVIDED SHALL INCLUDE MCNEESE STATE UNIVERSITY AS AN ADDITIONAL INSURED.            *****            TERMINATION FOR CONVENIENCE: MCNEESE MAY TERMINATE THIS AGREEMENT AT ANY TIME BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO CONTRACTOR OF</p>			

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2		<p>Request for Sealed Bid (SB) (Continued...)</p> <p>SUCH TERMINATION OR NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE.</p> <p>TERMINATION FOR CAUSE: MCNEESE MAY TERMINATE THIS AGREEMENT FOR CAUSE BASED UPON THE FAILURE OF CONTRACTOR TO COMPLY WITH THE TERMS AND/OR CONDITIONS OF THE AGREEMENT PROVIDED THAT MCNEESE SHALL GIVE THE CONTRACTOR WRITTEN NOTICE SPECIFYING THE CONTRACTOR'S FAILURE. IF WITHIN THIRTY (30) DAYS AFTER RECEIPT OF SUCH NOTICE, THE CONTRACTOR SHALL NOT HAVE CORRECTED SUCH FAILURE OR, IN THE CASE OF FAILURE WHICH CANNOT BE CORRECTED IN (30) DAYS, BEGUN IN GOOD FAITH TO CORRECT SUCH FAILURE AND THEREAFTER PROCEEDED DILIGENTLY TO COMPLETE SUCH CORRECTION, THEN MCNEESE MAY, AT ITS OPTION, PLACE THE CONTRACTOR IN DEFAULT AND THE AGREEMENT SHALL TERMINATE ON THE DATE SPECIFIED IN SUCH NOTICE.</p> <p>THE CONTRACTOR MAY EXERCISE ANY RIGHTS AVAILABLE TO IT UNDER LOUISIANA LAW TO TERMINATE FOR CAUSE UPON THE FAILURE OF MCNEESE TO COMPLY WITH THE</p>			

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2		<p>Request for Sealed Bid (SB) (Continued...)</p> <p>TERMS AND CONDITIONS OF THIS AGREEMENT, PROVIDED THAT THE CONTRACTOR SHALL GIVE MCNEESE WRITTEN NOTICE SPECIFYING MCNEESE'S FAILURE AND A REASONABLE OPPORTUNITY FOR MCNEESE TO CURE THE DEFECT.</p>			

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**STANDARD TERMS & CONDITIONS TO BIDDERS**  
**FAX #337-475-5082**

**PROPOSALS:** The proposal must be received by the Purchasing Department, McNeese State University, before the time set for receiving bids. Bids received after the time set will not be considered. Bidder shall assume full responsibility for timely delivery at location designated for receipt of bids. Prices must be clear and be written in ink or typewritten, and the ITB AND Terms & Conditions must be signed in ink. Be sure bid number and due date are clearly shown on outside of package or envelope. Please see return address on the face of the bid form.

**STANDARDS OF QUALITY AND ANY ALTERNATE:** 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, 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.

When a Pre-Bid Conference is scheduled, no alternative will be considered unless the above conditions are complied with and the "Request for Approval of Alternate" form is completed and returned. This form will be attached when applicable. Only alternates which are approved and acknowledged by addendum following the Pre-Bid Conference will be considered for award at the bid opening. **DO NOT SUBMIT BIDS ON UNAPPROVED ALTERNATES.**

The burden of proof of the merit of the proposed substitute is upon the proposer. The Purchasing Director's decision of approval or rejection of a proposed substitute shall be final.

**SAMPLES/DESCRIPTIVE LITERATURE:** The envelope/package containing samples and/or descriptive literature submitted by mail for consideration at the Pre-Bid Conference must be labeled in accordance with the instructions given on the "Request for Approval of Alternate" form.

When requested, samples submitted will be returned at bidder's risk and expense provided they have not been made useless through tests.

**PRICES:** Unless otherwise specified by McNeese 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.

**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 McNeese during normal working hours. Written bid tabulations will not be furnished.

**AWARD OF BIDS:** McNeese State 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 incident thereto.

**DELIVERY FAILURE:** If the vendor fails to make delivery within the time specified on bid documents or within a reasonable time if no delivery time is specified McNeese reserves the right to cancel the item and to purchase it elsewhere. Any increase in price and/or cost of handling will be charged to the vendor making the original unsatisfactory delivery. Consistent unsatisfactory deliveries will be considered just cause for deleting a vendor from bid lists.

**TERMINATION OF THIS AGREEMENT FOR CAUSE/CONVENIENCE:** McNeese may terminate this agreement for cause based upon the failure of Contractor to comply with the terms and/or conditions of the Agreement, or failure to fulfill its performance obligations pursuant to this agreement, provided that McNeese shall give the Contractor written notice specifying the Contractor's failure. If within thirty (30) days after receipt of such notice, the Contractor shall not have corrected such failure or, in the case of failure which cannot be corrected in thirty (30) days, begun in good faith to correct such failure and thereafter proceeded diligently to complete such correction, then McNeese may, at its option, place the Contractor in default and the Agreement shall terminate on the date specified in such notice.

The Contractor may exercise any rights available to it under Louisiana law to terminate for cause upon the failure of McNeese to comply with the terms and conditions of this agreement, provided the Contractor shall give McNeese written notice specifying McNeese's failure and a reasonable opportunity for McNeese to cure the defect.

McNeese may terminate the Contract at any time by giving thirty (30) days written notice to the Contractor of such termination or negotiating with the Contractor an effective date.

**SOLICITATIONS FOR (MOST) GOODS, NOT SERVICES, INCLUDE THE LOUISIANA PRODUCT PREFERENCE AS STATED BELOW:**  
IN ACCORDANCE WITH LOUISIANA REVISED STATUTES 39:1604, A PREFERENCE MAY BE ALLOWED FOR PRODUCTS MANUFACTURED, PRODUCED, GROWN, OR ASSEMBLED IN LOUISIANA OF EQUAL QUALITY.

PREFERENCES SHALL NOT APPLY TO SERVICE CONTRACTS.

Do you claim this Preference? YES \_\_\_\_\_ NO \_\_\_\_\_

Specify Line Number(s): \_\_\_\_\_

Specify location within Louisiana where this product is manufactured, produced, grown or assembled: \_\_\_\_\_  
(NOTE: If more space is required, include on separate sheet.)

Do you have a Louisiana business workforce? YES \_\_\_\_\_ NO \_\_\_\_\_

If so, do you certify that at least fifty percent (50%) of your Louisiana business workforce is comprised of Louisiana residents? YES \_\_\_\_\_ NO \_\_\_\_\_

**IN ACCORDANCE WITH L.R.S. 39:1594 (ACT 121), THE PERSON SIGNING THE BID MUST BE:**

1. 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
2. An individual authorized to bind the vendor as reflected by a corporate resolution, certificate or affidavit; or
3. Other documents indicating authority which are acceptable to the public entity.

By signing and returning this document (along with bid), you are certifying compliance with all Terms and Conditions set forth.

\_\_\_\_\_  
Signature & Company Name

\_\_\_\_\_  
Date