



STATE OF LOUISIANA

Office of State Procurement
INVITATION TO BID

**RESPONSES WILL BE
PUBLICLY OPENED AT THE
PHYSICAL ADDRESS BELOW**

07/14/2026

10:00 AM CST

Vendor No.: _____
Solicitation: 3000026367
Opening Date: 07/14/2026

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

Ship To Address:

Department of Veterans Affairs
DVA Southwest La War Veterans Home
1610 Evangeline Road
Jennings, LA 70546

**TO SUBMIT AN ELECTRONIC ONLINE
RESPONSE CLICK THE LINK BELOW**

SUBMIT NON-ELECTRONIC RESPONSE TO:

**Office of State Procurement
1201 N. Third Street, Suite 2-160
Baton Rouge, LA 70802**

RFx Number: 3000026367

Version: 1

Buyer: CLARETT BLOUNT

Buyer Phone: 225-342-8044

E-Mail: clarett.blount@la.gov

Scheduled Begin Date:

Scheduled End Date:

T-Number:

ONLINE BID RESPONSE LINK

https://lagoverpvendor.doa.louisiana.gov/rfx?sapsrm_boid=1E947E482E021FD199A206EBCD7A4C45

QUESTIONS TO BE COMPLETED BY VENDOR		Required
1. _____	Have you reviewed all attachments to the bid invitation and answered all questions?	YES
2. _____	Have you entered pricing, or attached the pricing sheet (if applicable) to the bid response?	YES
3. _____	Have you attached / included all required files to the bid response?	YES
4. _____	Have you attached the signature page to the bid response?	YES
5. _____	Delivery will be made this number of days After Receipt of Order (ARO)	NO
6. _____	%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.	NO

Name of Solicitation: Laundry & Linen Services - DVA.SWL VH

RFx text:

The Office of State Procurement has suspended in-person attendance by vendors at public bid openings for bids published by our office.

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

Invitation to bid: 3000026367
Open Date: 07/14/2026
T-Number:

Bidder:

Page 2 of 17

Any vendor who would like to view the opening of this bid can access the following link, at the date and time of this bid opening:

<https://doa-ospla.zoom.us/j/2697438343>

This link will provide you with live audio and video access to this bid opening. The link will be live at 9:45 AM (Central Time) on the date of bid opening.

=====

This is an online bid opportunity. Bidders are invited to submit bids online via the link on this bid invitation. Online bidding instructions are attached to this bid invitation. All vendors must be registered in the LaGov system in order to: submit an online bid, have their bids tabulated by our office, and to receive automatic email notifications of bid opportunities.

To register as a vendor, access the following link:

https://lagoverpvendor.doa.louisiana.gov/irj/portal/anonymous?guest_user=self_reg

Please include a W-9 form with your bid if you are newly registered. Do not register again if you are already registered in the system.

Please print all attachments to ensure all documents related to this solicitation are reviewed prior to bidding.

All documents associated with this solicitation should be included in the bidder's submission.

Bid Documents Include:

Attachment A - Special Terms and Conditions - Pages 1-8

Attachment B - Online Bidding Instructions - Pages 1-10

Bid delivery instructions for the Office of State Procurement:

Refer to Page 1 in Attachment A - Special Terms and Conditions

=====

This solicitation is to establish a Service Contract to provide Laundry and Linen Services as specified for the Louisiana Department of Veterans Affairs for an initial period beginning with date of award and ending June 30, 2027. At the option of the State of Louisiana and acceptance by the Contractor, this contract may be renewed for two additional 12-month periods at the same prices, terms and conditions. Total contract time not to exceed 36 months.

=====

Method of Award:

It is the intent of the State to award this contract on an all-or-none basis to the lowest responsive, responsible bidder(s) meeting the specifications. The State further reserves the right to reject individual line items from the award.

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
1	<p>Product Category:91111500 Blankets</p> <p>To establish a Service Contract to provide complete linen and laundry service (supply, process, clean, and inventory) for Southwest Louisiana Veterans Home (SWLVH), for a period of delivery beginning from the date of award through June 30, 2027.</p> <p>Quantities are estimated only</p> <p>Agency Contact once awarded: Danyelle White (337) 824-2829 Extension 105</p> <p>A mandatory meeting will occur with SWLVH and the awarded vendor to review and solidify logistics, delivery and pick up areas, dates & time tables, inventory and points of contact for regular hours, after hours, and holidays.</p> <p>Linen cannot contain stains or holes. All laundry will be separately packaged as deemed appropriate and delivered linen will be placed in designated areas on each respective unit/wing at SWLVH. Vendor must unload cleaned linen to designated areas in the building(s). Clean linen delivered to the Agency must be packed in linen carts furnished by the vendor. Clean linen must be folded neatly, assembled & properly packaged (wrapped in poly wrap & packaged in standard bundles, size & weight) & marked "clean linen" or other identifiable label as determined by mutual agreement between parties, agency & vendor. Clean linen delivered to the Agency must have packaging slip affixed to the bundles that list (itemize) items being delivered, specifying quantity, unit of measure (i.e. each, dozen) & unit cost.</p> <p>All laundered bed linen will be pressed or handled by laundry service to get pressed look with minimal wrinkles showing on bed linen.</p> <p>Soiled linen picked up from agency must be counted & reported on a soiled receive manifest by vendor stating item & quantity.</p> <p>Vendor to provide 100% of linen and carts for soiled linen at designated SWLVH internal locations.</p> <p>SWLVH shall collect all linen and materials for pick-up by laundry service at designated areas for pick-up, unless otherwise mutually agreed upon.</p>	9,000	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Vendor will pick up soiled linen carts from each Wing / Department. It shall be the responsibility of the vendor to ensure that linen carts for storage & pick-up of soiled linen are available at the Agency & properly labeled "soiled linen" for identification to avoid cross contamination. LAUNDERING SAME IN WORKMAN-LIKE MANNER.</p> <p>Vendor to clean, process & manage the inventory process by providing a linen replacement program. Replacement program is to replace all torn, tattered and stained linens at no additional cost to the Agency. The vendor shall be responsible for any and all items lost or damaged through no fault of the agency. Items lost due to normal wear & tear, as a result of normal usage will be replaced by the Linen Replacement Program at no additional cost to the Agency. Items lost or damaged that are deemed to be the fault of the Agency will be replaced by the Linen Replacement Program at no additional cost to the Agency.</p> <p>Must provide blankets and sheets at first delivery to cover all beds and 1.5 times on the shelf.</p> <p>Beds are changed once per week – 149 beds for the blankets; 55 beds for the fitted bariatric sheets.</p> <p>Must provide blankets to fit bariatric mattress 84x42x7 inches.</p> <p>Blanket minimum size must be: 74x108 inches, 4 LB, 55% Polyester/45% Cotton Blend.</p> <p>Fitted bariatric sheet minimum size must be: 48x80x7 inches of Encompass Versa-Knit or equivalent, must fit mattress properly with no extra fabric draping or cause deformation to the mattress.</p> <p>Blankets and bariatric fitted sheets must be of solid color in beige, bone, or equivalent to distinguish between standard white sheets.</p> <p>Must stock shelves with cleaned linen.</p> <p>Must take inventory of the on-hand linen.</p> <p>Must pick up soiled linen from designated areas in the building(s) at time of deliveries.</p> <p>Must deliver Monday, Wednesday, and Friday including all holidays (no exceptions).</p>				

Invitation to bid: 3000026367
Open Date: 07/14/2026
T-Number:

Bidder:

Page 5 of 17

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Adequate Linen Par Levels (Which Will Be Determined By Agency And Monitored By Vendor) Must Be Delivered To Accommodate Weekends And Holidays As Applicable.</p> <p>Deliveries are to be made within the hours set in the meeting upon award. A minimum of three (3) deliveries a week with a minimum amount (set in the meeting upon award) of clean laundry on shelf will be provided by vendor. However, Agency reserves the right to specify the items and quantities of each item to be delivered in case of an emergency and/or additional item to be delivered.</p> <p>Vendor is to furnish pick-up and delivery the minimum of three (3) days per week during the hours specified. Extra or special deliveries will be made by the vendor at the request of the agency at the same unit price quoted in the bid at no additional cost to the agency.</p> <p>Must operate and deliver or have agreements with other accredited healthcare laundries during natural disasters, including state of emergencies.</p> <p>Vendor must have an emergency contingency plan for natural emergencies, such as a back-up generator and secondary source. Vendor should be able to provide clean linens at all times. Agency reserves the right to specify the items & quantities of each item to be delivered in case of an emergency.</p> <p>No minimum par requirements.</p> <p>No billing off minimum par level.</p> <p>Price per delivered items and include all fees.</p> <p>Agency's linen expense will be calculated on actual items delivered. At no time will agency accept or approve invoices where minimum PAR charges exceed actual items delivered.</p> <p>Monthly invoice / statement will be submitted to the Agency by the vendor. The invoice should refer to the Delivery Packing Slip, Delivery Date, Unit Price and Total Cost. All invoices and packing slips are to be numbered and dated. Agency will reconcile Monthly Invoice to Delivery Packing Slips.</p> <p>Vendor must be healthcare qualified and accredited.</p>				

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>Vendor shall hold current certification with healthcare laundry accredited council (HLAC), inspected and certified for the entire term of contract.</p> <p>Vendor must observe all universal precautions required by Joint Commission for accreditation of hospitals in fully wrapping clean linen.</p> <p>Vendor must be trained in Blood Borne Pathogens for treatment of any Contaminated linen, which is items or garments that have been exposed to potentially infectious materials which includes blood and human body fluids and waste.</p> <p>Vendor to provide continuing education to staff in regards to infection prevention specific to the processing of laundry. Training is to include proper processing & handling of laundry.</p> <p>LinenHelper software or equivalent must be provided to track linen usage by Wing / Department. Online access must be given to Agency, including but not limited to delivery tickets. Clean linen will be counted & placed in each designated Wing / Department within the facility. This service will be performed by the vendor at no additional expense to the Agency.</p> <p>Vendor Shall Observe Standard Infection Control Precautions Of CDC, OSHA, APIC for best practices and guidelines.</p> <p>Linen should be washed with a wash formula incorporating detergent, hot water at a temperature at least 160 degrees Fahrenheit, concentration of bleach and rinse agents. Vendor should provide to agency a quarterly culture report from a certified, competent, independent laboratory showing zones of bacteriostatic inhibition on clean linen and inside linen carts used to deliver & pick-up linen at the Agency. Quarterly 10% random sample are requested. Additional sampling may be requested by Agency at no additional cost.</p> <p>Vendor should provide independent laboratory testing of Agency's clean linen each quarter to include sanitary score, intestinal group bacteria, PH by the colorimetric method, absorbency test, AOAC bacteriostatic activity test and dispersion test.</p> <p>Vendor shall provide an orderly and consistent check on</p>				

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	<p>the method of transporting linen to and from agency facility to ensure that soiled and clean linen are kept separate.</p> <p>Vendor should have auto mechanical cart washer. All linen carts/hampers used for soiled and clean linen transport shall be properly cleaned and sanitized in an auto mechanical cart washer with a germicidal agent and other chemical treatment necessary to avoid cross contamination, before being used to deliver clean linen to the agency.</p> <p>Vendor shall ensure that all linen is properly washed & treated in commercial type washers and dryers designed specifically for that purpose, to prevent cross contamination.</p> <p>Vendor shall ensure that air flow moves from clean side of the laundry to the soiled laundry area.</p> <p>SWLVH reserves the right to visit vendor laundry site, if or when deemed necessary.</p> <p>SWLVH reserves the right to reject any and all deliveries that do not pass generally accepted cleanliness and/or infection control standards. *****</p> <p>SWLVH and vendor may meet periodically To review required quantities (par levels) for each Item based on usage and make adjustments as needed. *****</p> <p>Blankets</p> <p>Specify Blanket Size (length (in) x width (in) Bidding: _____</p> <p>Specify Pounds (lbs.) Bidding: _____</p> <p>Specify Color Bidding: _____</p> <p>Specify Bidding 55% Polyester, 45% Cotton Blend: Yes _____ No _____</p>				
2	<p>Product Category:91111500 Bariatric Fitted Sheets</p> <p>Fitted Bariatric Sheet</p> <p>Brand: Encompass Versa-Knit or Equal</p>	4,800	EA		

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Size: 48" x80"x7" Specify Brand Bidding: _____ Specify Size Bidding: _____ Specify Color Bidding: _____				
3	Product Category:91111500 Twin Flat Sheet, White 180-200 Thread Twin Flat Sheets Size: 60" x 108" 100% Polyester Sheets Thread Count: 180-200 Color: White Specify Size Bidding: _____ Specify Polyester % Bidding: _____ Specify Thread Count Bidding: _____ Specify Color Bidding: _____	18,000	EA		
4	Product Category:91111500 Twin Fitted Sheet, White, 180-200 Thread Twin Fitted Sheet Size: 30" x 92" x 15" fitted 100% Polyester Sheets Color: White Thread Count 180-200 Specify Size Bidding: _____ Specify Polyester % Bidding: _____ Specify Color Bidding: _____ Specify Thread Count Bidding: _____	5,000	EA		
5	Product Category:91111500 Pillow Case, Standard, White Pillow Cases	11,000	EA		

Invitation to bid: 3000026367
 Open Date: 07/14/2026
 T-Number:

Bidder:

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Color: White Size: Standard Specify Pillow Case Size: _____ Specify Color Bidding: _____				
6	Product Category:91111500 24"x48" Bath Towels, White Bath Towels Size: 24" x 48" Color: White Specify Size Bidding: _____ Specify Color Bidding: _____	52,000	EA		
7	Product Category:91111500 12"x12" Washcloth, White Washcloth Size: 12" x 12" Color: White Specify Size Bidding: _____ Specify Color Bidding: _____	127,000	EA		
8	Product Category:91111500 Orange Bar Mops, 12x12 Cloth, Activity Orange Bar Mops 12x12 Cloth Specify Orange Bar Mops Bidding: Yes _____ No _____ Specify Cloth Size Bidding: _____	200	EA		
9	Product Category:91111500 Orange Stripe Bar Mops, 12x12 Wipe Cloth Orange Stripe Bar Mops 12" x 12" Specify Bidding Orange Stripe Bar Mops: Yes _____ No _____	29,000	EA		

Invitation to bid: 3000026367
 Open Date: 07/14/2026
 T-Number:

Bidder:

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
	Specify Size Bidding: _____				
10	Product Category:91111500 Kitchen Apron, Loop Over Head, Black Kitchen Apron Style: Loop Over Head Color: Black Specify Style Bidding: _____ Specify Color Bidding: _____	2,000	EA		
11	Product Category:91111500 Wet Mop Head, Medium, Kitchen Wet Mop Head Size: Medium 16oz. Material: Cotton Specify Bidding Wet Mop Head: Yes _____ No _____ Specify Size Bidding: _____ Specify Material Bidding: _____	624	EA		
12	Product Category:91111500 16x16 Microfiber Towel Microfiber Towel Size: 16' x 16" Specify Bidding Microfiber Towel: Yes _____ No _____ Specify Size Bidding: _____	60,000	EA		
13	Product Category:91111500 Dust Mop, 30" Dust Mop Size: 30" Specify Size Bidding: _____	850	EA		

Invitation to bid: 3000026367
Open Date: 07/14/2026
T-Number:

Bidder:

Page 11 of 17

LINE	Description	Quantity	Unit	Unit Price	Extended Amount
14	Product Category:91111500 Dust Mop, 18" Dust Mop Size: 18" Specify Size Bidding: _____	450	EA		
15	Product Category:91111500 Wet Mop Head, 12oz, Houskeeping Wet Mop Head Size: 12 oz. Material: Cotton Specify Size Bidding: _____ Specify Material Bidding: _____	7,950	EA		

INSTRUCTIONS TO BIDDERS

1. READ THE ENTIRE BID, INCLUDING ALL TERMS AND CONDITIONS AND SPECIFICATIONS.
2. ALL BID PRICES MUST BE TYPED, WRITTEN IN INK OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE. 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 OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
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 ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
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 TERMS AND CONDITIONS; AND SPECIFICATIONS LISTED IN THIS SOLICITATION.
10. IMPORTANT: BY SIGNING THE BID OR SUBMITTING THE BID ONLINE VIA THE VENDOR PORTAL (WHICHEVER IS APPLICABLE) 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 OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE, BY A PERSON AUTHORIZED TO BIND THE VENDOR. ALL BID INFORMATION SHALL BE IN INK, TYPEWRITTEN, OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE.
11. ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO THE BUYER AT THE PHONE NUMBER 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 AND PROPERLY SIGNED (SEE NO. 30). BIDS SUBMITTED IN THE FOLLOWING MANNER WILL NOT BE ACCEPTED:

- A. BID SUBMITTED ON PAPER 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 OR SUBMITTED ONLINE VIA THE VENDOR PORTAL, WHICHEVER IS APPLICABLE, 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 OR VIA THE ONLINE VENDOR PORTAL, WHICHEVER IS APPLICABLE. ENTIRE BID SHOULD BE RETURNED, EXCEPT 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 SPECIFICATIONS 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 IN ACCORDANCE WITH LA R.S. 44.I. INFORMATION PERTAINING TO COMPLETED FILES MAY BE SECURED BY VISITING THE STATE OF LOUISIANA DURING NORMAL WORKING HOURS.

17. 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.

18. DELIVERIES

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

19. 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.

20. 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.

21. 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.

22. CONTRACT CANCELLATION

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT IMMEDIATELY FOR ANY OF THE FOLLOWING REASONS:

(A) MISREPRESENTATION BY THE CONTRACTOR; (B) CONTRACTOR'S FRAUD, COLLUSION, CONSPIRACY OR OTHER UNLAWFUL MEANS OF OBTAINING ANY CONTRACT WITH THE STATE OF LOUISIANA; (C) CONFLICT OF CONTRACT PROVISIONS WITH CONSTITUTIONAL OR STATUTORY PROVISIONS OF STATE OR FEDERAL LAW; (D) ABUSIVE OR BELLIGERENT CONDUCT BY CONTRACTOR TOWARDS AN EMPLOYEE OR AGENT OF THE STATE; (E) CONTRACTOR'S INTENTIONAL VIOLATION OF THE PROCUREMENT CODE (LA R.S. 39:1551 ET SEQ.) AND ITS CORRESPONDING REGULATIONS; OR, (F) ANY LISTED REASON FOR DEBARMENT UNDER LA R.S. 39:1672.

THE STATE OF LOUISIANA MAY TERMINATE THE CONTRACT FOR CONVENIENCE AT ANY TIME (1) BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION: OR (2) BY NEGOTIATING WITH THE CONTRACTOR AN EFFECTIVE DATE. THE STATE SHALL PAY CONTRACTOR FOR, IF APPLICABLE: (A) DELIVERABLES IN PROGRESS; (B) THE PERCENTAGE THAT HAS BEEN COMPLETED SATISFACTORILY; AND, (C) FOR TRANSACTION-BASED SERVICES UP TO THE DATE OF TERMINATION, TO THE EXTENT WORK HAS BEEN PERFORMED SATISFACTORILY.

THE STATE OF LOUISIANA HAS THE RIGHT TO TERMINATE THE CONTRACT FOR CAUSE BY GIVING THIRTY (30) DAYS WRITTEN NOTICE TO THE CONTRACTOR OF SUCH TERMINATION FOR ANY OF THE FOLLOWING NON-EXCLUSIVE REASONS: (A) FAILURE TO DELIVER WITHIN THE TIME SPECIFIED IN THE CONTRACT; (B) FAILURE OF THE PRODUCT OR SERVICE TO MEET SPECIFICATIONS, CONFORM TO SAMPLE QUALITY OR TO BE DELIVERED IN GOOD CONDITION; OR, (C) ANY OTHER BREACH OF CONTRACT.

23. DEFAULT OF CONTRACTOR

FAILURE TO DELIVER WITHIN THE TIME SPECIFIED OR TO PROVIDE THE SERVICES AS 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.

24. ORDER OF PRIORITY

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

25. APPLICABLE LAW

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

26. 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 EMPLOYMENT OPPORTUNITY ACT OF 1972, FEDERAL EXECUTIVE ORDER 11246, FEDERAL REHABILITATION ACT OF 1973, AS AMENDED, THE VIETNAM ERA VETERAN'S READJUSTMENT ASSISTANCE ACT OF 1974, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION 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, NATIONAL ORIGIN, VETERAN STATUS, POLITICAL AFFILIATION, DISABILITY, OR AGE IN ANY MATTER RELATING TO EMPLOYMENT. 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.

27. ADA ACCESSIBILITY REQUIREMENTS

IF APPLICABLE, THE CONTRACTOR WARRANTS IT WILL COMPLY WITH FEDERAL AND STATE DISABILITIES LAWS AND REGULATIONS AND ALSO WARRANTS THAT THE PRODUCTS AND SERVICES PROVIDED CONFORM TO THE APPLICABLE ACCESSIBILITY REQUIREMENTS OF WCAG 2.1 LEVEL AA OR THE MOST CURRENT VERSION (THE "ACCESSIBILITY STANDARDS"), SECTION 508 OF THE REHABILITATION ACT OF 1973, AND THE AMERICANS WITH DISABILITIES ACT. THE CONTRACTOR AGREES TO PROMPTLY RESPOND TO AND RESOLVE ANY COMPLAINT REGARDING ACCESSIBILITY OF ITS PRODUCTS AND SERVICES. IF AT ANY TIME, PRODUCTS AND SERVICES PROVIDED UNDER THIS CONTRACT DO NOT FULLY CONFORM TO THE ACCESSIBILITY STANDARDS, CONTRACTOR SHALL IMMEDIATELY ADVISE THE STATE OF LOUISIANA OFFICE OF STATE PROCUREMENT (THE "STATE") IN WRITING OF THE NONCONFORMANCE AND SHALL PROVIDE THE STATE A PLAN TO ACHIEVE CONFORMANCE TO THE ACCESSIBILITY STANDARDS, INCLUDING BUT NOT LIMITED TO, AN INTENDED TIMELINE FOR CONFORMANCE. CONTRACTOR FURTHER AGREES TO INDEMNIFY AND HOLD HARMLESS THE STATE FROM ANY CLAIMS OR DAMAGES ARISING OUT OF ITS FAILURE TO COMPLY WITH THE REQUIREMENTS OF THIS PARAGRAPH. FAILURE TO COMPLY WITH THESE REQUIREMENTS SHALL CONSTITUTE A MATERIAL BREACH OF THIS CONTRACT AND MAY BE GROUNDS FOR TERMINATION OF THIS CONTRACT BY THE STATE.

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.

FOR THE PURPOSES OF LAGOV SUPPLIER PORTAL BIDDING, THE SIGNATURE OF AUTHORIZED SIGNATORY OF BIDDER IS REPRESENTED BY THE LAGOV SUPPLIER PORTAL USER LOG-IN ID. THE NAME OF AUTHORIZED SIGNATORY OF BIDDER IS REPRESENTED BY THE CONTACT PERSON ASSOCIATED WITH THE LAGOV SUPPLIER PORTAL USER LOG-IN ID.

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 SHOULD 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: 2192, 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, OR THE LOUISIANA PROCUREMENT CODE UNDER THE PROVISIONS OF CHAPTER 17 OF TITLE 39.

32. FEDERAL CLAUSES, IF APPLICABLE

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.

ENERGY POLICY AND CONSERVATION ACT

THE CONTRACTOR HEREBY RECOGNIZES THE MANDATORY STANDARDS AND POLICIES RELATING TO ENERGY EFFICIENCY WHICH ARE CONTAINED IN THE STATE ENERGY CONSERVATION PLAN ISSUED IN COMPLIANCE WITH THE ENERGY POLICY AND CONSERVATION ACT (P.L. 94-163).

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. PROHIBITION OF DISCRIMINATORY BOYCOTTS OF ISRAEL

IN ACCORDANCE WITH LA R.S. 39:1602.1, THE FOLLOWING APPLIES TO ANY BID WITH A VALUE OF \$100,000 OR MORE AND TO VENDORS WITH FIVE OR MORE EMPLOYEES:

BY SUBMITTING A RESPONSE TO THIS SOLICITATION, THE BIDDER OR PROPOSER CERTIFIES AND AGREES THAT THE FOLLOWING INFORMATION IS CORRECT: IN PREPARING ITS RESPONSE, THE BIDDER OR PROPOSER HAS CONSIDERED ALL PROPOSALS SUBMITTED FROM QUALIFIED, POTENTIAL SUBCONTRACTORS AND SUPPLIERS, AND HAS NOT, IN THE SOLICITATION, SELECTION, OR COMMERCIAL TREATMENT OF ANY SUBCONTRACTOR OR SUPPLIER, REFUSED TO TRANSACT OR TERMINATED BUSINESS ACTIVITIES, OR TAKEN OTHER ACTIONS INTENDED TO LIMIT COMMERCIAL RELATIONS, WITH A PERSON OR ENTITY THAT IS ENGAGING IN COMMERCIAL TRANSACTIONS IN ISRAEL OR ISRAEL-CONTROLLED TERRITORIES, WITH THE SPECIFIC INTENT TO ACCOMPLISH A BOYCOTT OR DIVESTMENT OF ISRAEL. THE BIDDER HAS ALSO NOT RETALIATED AGAINST ANY PERSON OR OTHER ENTITY FOR REPORTING SUCH REFUSAL, TERMINATION, OR COMERCIALLY LIMITING ACTIONS. THE STATE RESERVES THE RIGHT TO REJECT THE RESPONSE OF THE BIDDER OR PROPOSER IF THIS CERTIFICATION IS SUBSEQUENTLY DETERMINED TO BE FALSE, AND TO TERMINATE ANY CONTRACT AWARDED BASED ON SUCH A FALSE RESPONSE.

34. PROHIBITION OF COMPANIES THAT DISCRIMINATE AGAINST FIREARM AND AMMUNITION INDUSTRIES:

IN ACCORDANCE WITH LA. R.S. 39:1602.2, THE FOLLOWING APPLIES TO ANY COMPETITIVE SEALED BIDS, COMPETITIVE SEALED PROPOSALS, OR CONTRACTS WITH A VALUE OF \$100,000 OR MORE INVOLVING A FOR-PROFIT COMPANY WITH AT LEAST FIFTY FULL-TIME EMPLOYEES:

UNLESS OTHERWISE EXEMPTED BY LAW, BY SUBMITTING A RESPONSE TO THIS SOLICITATION OR ENTERING INTO THIS CONTRACT, THE BIDDER, PROPOSER, OR CONTRACTOR CERTIFIES THE FOLLOWING:

1. THE COMPANY DOES NOT HAVE A PRACTICE, POLICY, GUIDANCE, OR DIRECTIVE THAT DISCRIMINATES AGAINST A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION BASED SOLELY ON THE ENTITY'S OR ASSOCIATION'S STATUS AS A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION;
2. THE COMPANY WILL NOT DISCRIMINATE AGAINST A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION DURING THE TERM OF THE CONTRACT BASED SOLELY ON THE ENTITY'S OR ASSOCIATION'S STATUS AS A FIREARM ENTITY OR FIREARM TRADE ASSOCIATION.

THE STATE RESERVES THE RIGHT TO REJECT THE RESPONSE OF THE BIDDER, PROPOSER, OR CONTRACTOR IF THIS CERTIFICATION IS SUBSEQUENTLY DETERMINED TO BE FALSE, AND TO TERMINATE ANY CONTRACT AWARDED BASED ON SUCH A FALSE RESPONSE OR IF THE CERTIFICATION IS NO LONGER TRUE.

35. CERTIFICATION OF NO FEDERAL SUSPENSION OR DEBARMENT

BY SIGNING AND SUBMITTING ANY BID FOR \$25,000 OR MORE, THE BIDDER 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

Invitation to bid: 3000026367
Open Date: 07/14/2026
T-Number:

Bidder:

Page 17 of 17

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).

36. SECRETARY OF STATE REGISTRATION

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.

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

38. INDEPENDENT PRICE DETERMINATION

BY SIGNING AND SUBMITTING A BID, THE BIDDER CERTIFIES THAT THE PRICE SUBMITTED WAS INDEPENDENTLY ARRIVED AT WITHOUT COLLUSION.

39. E-VERIFY

THE CONTRACTOR SHALL COMPLY WITH THE PROVISIONS OF LA R.S. 23:995 AND FEDERAL LAW PERTAINING TO E-VERIFY IN THE PERFORMANCE OF SERVICES UNDER THE CONTRACT.