

The Texas A&M University System

ORGANIZATION

DEPARTMENT

Organization AM02 - Texas A&M University
 Address 401 Joe Rouff Boulevard
 College Station, TX 77843

 Purchaser Patty Winkler
 Info Contact p-winkler@tamu.edu 979-845-4556

Department 02MARK
 Bill-to-Address 750 Agronomy Road - Suite 3101
 6000 TAMU
 Attn: Email invoices to invoices@tamu.edu
 Attn: Do not mail invoice if sending via email
 College Station, TX 778436000

 Ship-to-Address JACK K. WILLIAMS BLDG.
 9
 1372 TAMU
 COLLEGE STATION, TX 778431372

BID INFORMATION

Description	Campus Pole Banners		
Bulletin Desc.			
Bid Number	AM02-17-B000647	Bid Opening Date	09/19/2016 2:00 PM
Bid Type	Open Market	Type Code	Invitation for Bid
Alternate Id	96991AE	Fiscal Year	2017
		Available Date	09/14/2016 4:44 PM
Pre-Bid Conference			

AMENDMENTS

ITEMS

Item	Description	Quantity	Unit	Unit Price	Total
1.000	Attention All Bidders: Texas A&M, Procurement Services is transitioning to an E-commerce system for all invitation for bids and purchase orders. We are asking all vendors to take a few moments and register as one of our vendors. This will allow you to respond to our bid invitations electronically as well as accept purchase orders. Please visit the following website to register https://buy.tamus.edu/bs/ If you have any questions in reference to registrations, please contact us at vendorhelp@tamu.edu As a bidder responding to this invitation upon submission of your response, regardless of the format of your submission, you and the entity you represent are agreeing to the terms and conditions presented here as well as the TAMU terms and conditions located at http://purchasing.tamu.edu/media/123743/bidtam.pdf . Physical Address: Texas A&M University Procurement Services Agronomy Road College Station TX 77843-1477 Fax - 979-845-3800 NOTE: If responding manually, please submit with your bid response a W9. This will allow us to enter your company into our bid system and include your response on the electronic tabulation. ***** Blanket Order for the Furnish and Installation of Street Banners as listed below for Texas A&M University, Marketing &	0.00			

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
	<p>Communications, College Station, TX for the period of Date of Award through August 31, 2017 per the following terms, conditions and specifications.</p> <p>Quantities are estimated only and do not guarantee purchase. Prices shall remain firm through time frame listed above. Show unit price on each item, as quantities may be increased or decreased, within reasonable limits. In case of errors in price extension, unit price shall govern.</p> <p>Delivery to be made at times and in quantities as requested by the department.</p> <p>Any unused quantities will be considered cancelled as of August 31, 2017</p> <p>Renewal:</p> <p>Texas A&M University reserves the right to renew the awarded agreement for an additional four (4) years, one (1) year at a time, if mutually agreed upon by both parties with all terms and conditions remaining firm.</p> <p>If renewal option is exercised, the vendor may increase the contract price to reflect increases in the cost of providing the products. Vendor shall quote a maximum percentage increase for each extension period as follows:</p> <p>9-1-17 - 8-31-18: % 9-1-18 - 8-31-19: % 9-1-19 - 8-31-20: % 9-1-20 - 8-31-21: %</p> <p>NOTE: If bidder fails to indicate a maximum percentage increase, it will be assumed the percentage is zero (0%).</p> <p>Cancellation:</p> <p>Texas A&M University reserves the right to cancellation, without penalty, due to non-performance.</p> <p>Upon award, any order is subject to cancellation, without penalty, either in whole or in part if funds are not appropriated by the Texas Legislature or otherwise not made available to the using agency.</p> <p>Texas A&M reserves the right to cancellation by providing a thirty (30) day written notice.</p> <p>Vendor Contact:</p> <p>Vendor shall indicate below the contact information of the individual that will service the account:</p> <p>Contact: Telephone: Fax: Email:</p>				
2.000	<p>Custom Pole Banners as per the following:</p> <ul style="list-style-type: none"> - 19 Oz. Opaque Banner Fabric - Solvent Ink Printable (Eco-Solvent Ink) - Hand-Sewn Finishing - Grommets + Rod Pockets - Custom Fit To Existing Hardware (32" X 96") <p>Pricing shall include banner, hardware, rod and bracket</p> <p>Upon award, artwork will be provided to the successful vendor by Marketing & Communication</p>	255.00	EA		

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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
3.000	<p>Installation of Banners:</p> <p>The requested equipment is to be supplied as a complete operational system, set-up and ready for use. This project shall be considered a "turnkey" project that includes all aspects of the installation.</p> <p>Final Testing and Acceptance Criteria:</p> <p>The completed installation shall be inspected by Texas A&M to assure that all equipment is installed in a professional manner, and in accordance with manufacture specifications.</p> <p>The final system/product testing and demonstration shall be performed after the installation and initial testing has been completed by vendor but prior to any use of the system. Vendor shall ensure that system meets or exceeds performance specifications as per manufacture criteria. The vendor shall be responsible for properly performing all setup of equipment and all assembly.</p> <p>Insurance Requirement:</p> <p>It is understood that all equipment and material supplied by the vendor shall remain their property until such time as accepted or paid for by TAMU. The vendor shall protect them with appropriate insurance against theft or other loss or damage.</p> <p>The successful vendor will be required to provide proof of insurance in the amounts indicated in Attachment A, with Texas A&M University listed as an additional insured party. Bidders are asked to submit a sample certificate of insurance (COI) for review and approval. Upon award, an updated COI will be required and it shall be the responsibility of the vendor to maintain a current certificate on file with Procurement Services during the term of the agreement.</p>	1.00	LOT		
4.000	Change Out/Replace Banner	50.00	EA		
5.000	Replace Hardware	50.00	EA		
6.000	Replace Rod	50.00	EA		
7.000	Re-Band Damaged Bracket	50.00	EA		
8.000	Replace Bracket	50.00	EA		
9.000	<p>Note to Bidders:</p> <p>Pricing:</p> <p>Bidders must indicate any additional charges not listed here-in.</p> <p>Payment Terms:</p> <p>Quote 100% Net 30 Upon Receipt and Acceptance. If quoting as specified, type "Agreed" in the required field. If quoting</p>	0.00			

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otherwise, indicate here-in.
 _____(required field)

Shipping Terms:

Quote Destination Freight Prepaid and Allowed. If quoting as specified, type "Agreed" in the required field. If quoting otherwise, indicate here-in and provide estimated shipping cost.
 _____(required field)

Delivery Terms: Quote delivery time, upon receipt of order.
 _____(required field)

Warranty Terms: Indicate warranty term for offered product.
 _____(required field)

Award

The award shall be made based on the following "Best Value Criteria". Texas A&M reserves the right to consider the following and any other factor deemed necessary to evaluate the offer and determine the "Best Value" for the University.

- Vendor's ability to meet the minimum specifications;
- Delivery requirement;
- Experience/past experience with vendor;
- The quality, availability and adaptability of equipment offered to required application.
- Quality of performance of previous services;
- Insurance Requirement;
- The acquisition price.

Texas A&M University reserves the right to accept or reject any or all bids, to waive in formalities and technicalities, to accept the offer considered the most advantageous to the University.