

## Event Summary - Team and Leadership Workshop Training

Type	Invitation to Bid	Number	02-ATHL-ITB-0716
Organization	TAMU	Currency	US Dollar
Event Status	Awarded	Work Group	Athletics
Exported on	9/21/2018	Exported by	Patricia Winkler
For Requisition	107855002	Created Document	108721321
Estimated Value	15,000.00 USD	Payment Terms	-

## Bid and Evaluation

Respond by Proxy	Allow	Use Panel Questionnaire	No
Sealed Bid	Yes	Auto Score	No
		Cost Analysis	No
Alternate Items	No		

## Visibility and Communication

Visible to Public Yes


Enter a short description for this public event

*Team and Leadership Workshop Training for Texas A&M University, Athletics Men's Basketball.*

## Commodity Codes

None Added

## Event Dates

Time Zone	CDT
Released	-
Open	9/10/2018 12:00 AM
Close	9/17/2018 2:00 PM
Sealed Until	9/17/2018 2:00 PM
	 Show Sealed Bid Open Date to Supplier
Q&A Close	9/17/2018 2:00 PM

## Description

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Team and Leadership Workshop Training for Texas A&M University, Athletics Men's Basketball.

### Attention 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 view other bid opportunities.

Please visit the following website to register:

<https://bids.scquest.com/apps/Router/PublicEvent?CustomerOrg=TAMU>

If you have any questions in reference to registrations, please contact us at 979-845-2325.

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All invitation for bid documents not submitted electronically via the AggieBid system will only be accepted via the following methods:

- Faxed to (979) 845-3800
- Express Mail (FedEx, UPS, etc.)
- US Postal Service
- Hand Delivered

At this time, no email responses are acceptable. If your response is received via email, your response may be disqualified.

All invitation for bid documents not submitted electronically via the AggieBid system must be returned on our form.

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/bidtamu.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.

### 1 ★ Instructions To Supplier :

Please acknowledge that additional terms and conditions have been reviewed

#### **Prerequisite Content:**

##### **Note To Bidders**

TAMU – Athletics reserves the right to utilize program for additional sports programs.

##### **Award**

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

- Vendor's ability to meet the specifications and requirements;
- Delivery requirements after the receipt of order.
- The acquisition prices/rates of discounts
- The vendor's experience and sample curriculum/program
- Renewal terms;
- The acquisition price;

TAMUQ reserves the right to accept or reject any or all offers to waive informalities and technicalities, to accept the offer considered the most advantageous to the University

##### **Certification**

I certify that I have read and agree to the terms above.

##### **Supplier Must Also Upload a File:**

No

## Buyer Attachments

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<b>Detailed Specifications</b>	02-ATHL-ITB-0716.doc	../Attachments/02-ATHL-ITB-0716.doc
<b>Attachment A - Insurance Requirement</b>	Attachment A - Insurance Requirement 2-12-16.pdf	../Attachments/Attachment A - Insurance Requirement 2-12-16.pdf
<b>TAMU Standard Terms &amp; Conditions</b>		<a href="http://purchasing.tamu.edu/media/123743/bidtam.pdf">http://purchasing.tamu.edu/media/123743/bidtam.pdf</a>

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### Group 1

- 1.1 Payment Terms - Quote 100% Net 30 Upon Receipt and Acceptance. If quoting as specified, type "Agreed" in the required field. If quoting otherwise, indicate here-in ★  
Text (Single Line)
- 1.2 The desired date for the first session shall be September 28, 29, 2018 - are you able to meet this date? ★  
Yes/No
- 1.3 If no - provide alternate date  
Text (Single Line)
- 1.4 Bidders shall provide documentation that provides an overview of your companies experience and individuals that will be instructing the training sessions. ★  
File Upload
- 1.5 Course curriculum/exercises - bidders shall provide samples of your developed program ★  
File Upload  
  
Renewal:  
  
Texas A&M University reserves the right to renew the awarded agreement for four (4) additional, one (1) year terms if mutually agreed upon by both parties with all terms and conditions remaining firm.  
  
If renewal option is exercised, the vendor may increase the contract price by the quoted maximum percentage escalation for each renewal terms – ★  
9-1-19 – 8-31-20: %  
9-1-20 – 8-31-21: %  
9-1-21 – 8-31-22: %  
9-1-22 – 8-31-23: %  
  
NOTE: If bidder fails to indicate a maximum percentage escalation for each extension, it will be assumed the percentage is zero (0%).  
Text (Multi-Line)  
  
Insurance Requirement:  
  
The successful vendor is required to provide proof of insurance in the amounts indicated in Attachment A. Bidders are asked to submit a sample insurance certificate for review and approval. Upon award, an updated insurance certificate will be required that list Texas A&M University as an additional insured party. ★  
  
The vendor is required to maintain insurance during the term indicated above and all extension period  
File Upload
- 1.7 Vendor Contact: Vendor to indicate contact person and contact phone and fax numbers where orders are to be placed: Contact: Telephone Number: Fax Number: Email: ★  
Text (Multi-Line)
- 1.8 Vendor Contact: Vendor to indicate contact person and contact phone and fax numbers where orders are to be placed: Contact: Telephone Number: Fax Number: Email: ★  
Text (Multi-Line)

# Product Line Items

★ Required Product Line Items

## Group P1

#	Item Name, Commodity Code, Description	Qty.	UOM	Target Price	Allow Alternates	Requested Delivery
P1.1	Team and Leadership Workshop ★ 86000000 - Education and Training Services   5410 / Team and leadership Workshop Training Sessions, as per the attached detailed specifications	1	LO - Lot	-		-
P1.2	Additional One (1) Day Session ★ Additional One (1) Day Session, as per the attached detailed specifications	1	EA - Each	-		-
P1.3	Additional Two (2) Day Session ★ Additional Two (2) Day Session, as per the attached detailed specifications	1	EA - Each	-		-

# Service Line Items

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There are no Items added to this event.