

**Administrative Services**

2147-TAMU  
College Station, TX 77843-2147  
Tel. 979-845-4786| Fax. 979-458-1217|agrififeas.tamu.edu



July 29, 2019

TO BIDDER:

**Transmitted herewith is Invitation For Bid #B960030.** To submit a bid, please complete the Invitation For Bid form and return it to the Texas A&M AgriLife Purchasing Department by the bid opening date and time. Mailed, hand delivered, facsimile (979-458-1217), and emailed ( [bids@ag.tamu.edu](mailto:bids@ag.tamu.edu) ) bids will be accepted if received prior to the bid opening date and time. If submitting a bid through the mail or by hand delivery, please show the bid invitation number and the bid opening date in the lower left hand corner of a sealed envelope.

**Bids must be submitted on the Texas A&M AgriLife Purchasing Department's Invitation for Bid form.** Please read carefully the terms and conditions. **The bid must be signed and dated to be considered.** Please enter your company name, address, and your State of Texas vendor identification number on page 1 of the Invitation for Bid. If the number is unavailable, enter your federal taxpayer identification number or your social security number. Bids will be opened at the time stated on the enclosed form. Bidders and/or their representative may attend the bid opening if desired. Please note: The bid opening will be held at 578 John Kimbrough Blvd. Room #412, College Station, Texas 77843. Paid visitor parking is located in the first row of Lot 97.

After the bids have been evaluated, the vendor receiving a bid award from this solicitation will be issued a purchase order.

**Mailing Address for Bids:**

**Texas A&M AgriLife Purchasing Department  
2147 TAMU  
College Station, TX 77843-2147**

**Physical Address for Bids: (for Fed Ex, UPS, hand delivery, etc.)**

**Texas A&M AgriLife Purchasing Department  
578 John Kimbrough Blvd., Room #419  
College Station, TX 77843**

If you would like additional information concerning our purchasing procedures, please contact:

Chris Chamberlain, CTPM  
Assistant Director of Purchasing  
Texas A&M AgriLife Administrative Services  
Purchasing Department  
979-845-4786 979-458-1217 (fax)  
[cchamberlain@tamu.edu](mailto:cchamberlain@tamu.edu)

# INVITATION FOR BID — RETURN SEALED BIDS TO:

07/29/2019

**BIDDER MUST SIGN BELOW**  
FAILURE TO SIGN WILL DISQUALIFY BID

TEXAS A&M AGRILIFE PURCHASING  
2147 TAMU  
COLLEGE STATION, TX 77843-2147  
PHONE: 979-847-5801  
FAX: 979-458-1217  
EMAIL: BIDS@AG.TAMU.EDU

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\_\_\_\_\_  
AUTHORIZED SIGNATURE

OPENING DATE: 08/14/2019 at 3:00PM (CST)

\_\_\_\_\_  
PRINT OR TYPE NAME

BID NO: B960030

BUYER: CAC

\_\_\_\_\_  
TITLE

DATE

**BY SIGNING, VENDOR AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS WHICH ARE EITHER ATTACHED HERETO, MAY BE FAXED OR EMAILED UPON REQUEST, OR ARE AVAILABLE AT <http://agrillifeas.tamu.edu/library/pdf/forms/terms-conditions-bid.pdf>.**

\_\_\_\_\_  
COMPANY NAME

BY SIGNING, BIDDER CERTIFIES THAT IF A TEXAS ADDRESS IS SHOWN AS THE ADDRESS OF THE BIDDER, BIDDER QUALIFIES AS A TEXAS RESIDENT BIDDER AS DEFINED IN 34 TEXAS ADMINISTRATIVE CODE, RULE 20.32(68).

\_\_\_\_\_  
ADDRESS

BID TO BE "F.O.B. DESTINATION FREIGHT PREPAID AND ALLOWED" UNLESS OTHERWISE SPECIFIED BELOW.

\_\_\_\_\_  
CITY

STATE

ZIP

DESTINATION OF GOODS:

\_\_\_\_\_  
PHONE

FAX

TEXAS A&M AGRILIFE RESEARCH  
AGRILIFE RES & EXT CTR- UVAL  
1619 GARNER FIELD RD  
UVALDE TX 78801-6205

\_\_\_\_\_  
VENDOR ID NUMBER (SEE SECTION 1.8 OF TERMS & CONDITIONS)

\_\_\_\_\_  
DUNS NUMBER (IF AVAILABLE)

Item	Description	Quantity	UOM	Unit Price	Ext Price
1	HVAC REPLACEMENT Furnish all labor, materials, and equipment necessary to:  - Remove existing 7.5 ton A/C package unit and all uninsulated air ducts in the Nutrition building. - Replace with 7.5 ton A/C package unit with strip heat and install insulated air ducts where uninsulated air duct was removed. Use existing electrical. - Install 2-ton A/C only unit with metal duct to cool work area in the Animal room. Electrical to be done by others.	1	JOB		
2	Alternate 1:  Add for 7.5 ton heat pump package unit with supplemental heat strip instead of A/C unit with strip heat.	1	JOB		
NUMBER OF DAYS TO COMPLETION AFTER RECEIPT OF PURCHASE ORDER: _____ DAYS					

If claiming preference under 34 Texas Administrative Code, Rule 20.38, please complete section 1.13 of the terms and conditions and submit with signed bid response.

If claiming to be a TPASS certified Historically Underutilized Business (HUB), please specify:  
 BLK  HSP  W/O  A/P  AI

*Chris A. Chamberlain*

PURCHASING AGENT FOR TEXAS A&M AGRILIFE

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**ATTACHMENT A  
INVITATION FOR BID #B960030**

**Terms and Conditions**

The Bidder agrees to comply with the Agency's terms and conditions. These supersede any other terms and conditions issued and/or referenced by the Bidder. Having the status of a state agency, Texas A&M AgriLife must abide by the laws of the State of Texas. Any contract resulting from this bid solicitation shall be construed and governed by the laws of the State of Texas.

**Terms of Payment**

Net 30, based on the requirements of the "Final Acceptance and Payment" section of the specifications.

**Shipping**

F.O.B. Destination

**Literature**

Please submit full descriptive literature with your bid response.

**Discounts**

Provide any and all applicable discounts on the items in this Invitation For Bid.

**Manuals**

All manuals shall be delivered with the equipment and shall be in English.

**Insurance**

The Bidder is required to carry insurance naming the Texas A&M University System Board of Regents for and on behalf of the Texas A&M University System, the Texas A&M University System, and Texas A&M AgriLife as additional insureds for the duration of the contract. Renewed, revised, or new certificates of insurance shall be sent to the Texas A&M AgriLife Purchasing Office via fax to 979-458-1217 or email to [purchasing@ag.tamu.edu](mailto:purchasing@ag.tamu.edu). Not carrying the required insurance could lead to cancellation of this agreement by the Agency.

**Public Information**

- a) Bidder acknowledges that the Agency is obligated to strictly comply with the Public Information Act, Chapter 552, Texas Government Code, in responding to any request for public information pertaining to this Agreement, as well as any other disclosure of information required by applicable Texas law.
- b) Upon the Agency's written request, Bidder will provide specified public information exchanged or created under this agreement that is not otherwise excepted from disclosure under chapter 552, Texas Government Code, to the Agency in a non-proprietary format acceptable to the Agency. As used in this provision, "public information" has the meaning assigned Section 552.002, Texas Government Code, but only includes information to which the Agency has a right of access.
- c) Bidder acknowledges that the Agency may be required to post a copy of the fully executed agreement on its Internet website in compliance with Section 2261.253(a)(1), Texas Government Code.

**Conflict of Interest**

By executing any resulting agreement, the Bidder and each person signing on behalf of the Bidder certifies, and in the case of a sole proprietorship, partnership or corporation, each party thereto certifies as to its own organization, that to the best of their knowledge and belief, no member of the Texas A&M System or the A&M System Board of Regents, nor any employee, or person, whose salary is payable in whole or in part by the A&M System, has direct or indirect financial interest in the award of any resulting agreement, or in the services to which any resulting agreement relates, or in any of the profits, real or potential, thereof.

**Prohibition on Contracts with Companies Boycotting Israel**

To the extent that Texas Government Code, Chapter 2270 applies to this solicitation, Bidder certifies that (a) it does not currently boycott Israel; and (b) it will not boycott Israel during the term of any resultant Agreement. Bidder acknowledges any resultant Agreement may be terminated and payment withheld if this certification is inaccurate.

**Certification Regarding Business with Certain Countries and Organizations**

Pursuant to Subchapter F, Chapter 2252, Texas Government Code, the Bidder certifies it is not engaged in business with Iran, Sudan, or a foreign terrorist organization. The Bidder acknowledges any resulting agreement may be terminated if this certification is inaccurate.

**Questions:**

If discrepancies, ambiguities, or omissions are found in the bidding documents, or if further information or interpretation is desired, please contact the following in writing:

Chris Chamberlain  
Fax, 979/458-1217  
E-mail, [cchamberlain@tamu.edu](mailto:cchamberlain@tamu.edu)

**All questions must be received on or before Wednesday, August 7, 2019, at 3:00 pm CST.** When deemed appropriate by the Agency, questions will be answered by bid addendum. All provisions and requirements of such addenda will supersede or modify affected portion of the bidding documents. All addenda will be incorporated in and bound with the contract documents. No other explanations or interpretations will be considered binding.

**Best Value Criteria**

Bidders please note: Texas A&M AgriLife reserves the right to accept or reject any or all bids, to waive informalities and technicalities, to accept the offer considered most advantageous and award the bid based on best value criteria. In determining what is the best value to the Agency, the Agency shall consider any or all of the following:

- 1) purchase price
- 2) the reputation of the vendor and the vendor's goods or services.
- 3) the quality of the vendor's goods or services.
- 4) the extent to which the goods or services meet the agency's needs.
- 5) the vendor's past relationship with the agency.
- 6) the total long-term cost to the agency in acquiring the vendor's good or services.

- 7) the length and coverage of the vendor's warranty.
- 8) the delivery time.
- 9) any other relevant factor that a private business entity might consider in selecting a vendor.