



The Texas A&M University System

ORGANIZATION

DEPARTMENT

Organization	AM01 - System Offices	Department	01SOBA
Address	301 Tarrow Drive College Station, TX 77843	Bill-to-Address	A&M SYSTEM BUILDING,JBC 345 301 TARROW STREET COLLEGE STATION, TX 77840
Purchaser	Patty Allison	Ship-to-Address	A&M SYSTEM BUILDING,JBC 345 301 TARROW STREET COLLEGE STATION, TX 77840
Info Contact	Patty Allison - pallison@tamus.edu; 979-458-6088		

BID INFORMATION

Description	Master Agreement for Annual Regents Awards		
Bulletin Desc.	The Texas A&M University System (TAMUS) Office of Academic Affairs is seeking bids to enter into a Master Agreement for Annual Regents Awards Shadow Boxes. These prestigious award boxes shall be assembled in full and delivered according to the detailed specifications as described in Attachment A. Pictures showing various views of a past assembled shadow box are attached as an example of the assembly and quality expected.		
Bid Number	AM01-16-B000406	Bid Opening Date	07/18/2016 2:01 PM
Bid Type	Blanket	Type Code	Invitation for Bid
Alternate Id		Fiscal Year	2016
		Available Date	06/16/2016 8:51 AM
Pre-Bid Conference			
Attachments	B000406 - ENGRAVED NAMEPLATE.pdf B000406 - FRONT VIEW 1.pdf B000406 - FRONT VIEW 2.pdf B000406 - INSIDE SHADOW BOX.pdf B000406 - LEFT HINGED SIDE OF BOX.pdf B000406 - NECK RIBBON.pdf B000406 - RIGHT SIDE VIEW.pdf B000406- Attachment A - Specifications.pdf TAMU System Ts and Cs~37.pdf		

AMENDMENTS

ITEMS

Item	Description	Quantity	Unit	Unit Price	Total
1.000	BOARD OF REGENT AWARDS - CUSTOM SHADOW BOXES - This Invitation for Bid is to establish a Master Blanket Agreement with awarded vendor for annual shadow box awards. The orders for these award shadow boxes will be issued at or around mid-August of each year of this agreement with the estimated completion time/delivery of December to mid-January. The date of the annual award ceremony is subject to change by the Board of Regents. Any change in date will be communicated to awarded vendor immediately. The Custom Shadow Box to be provide shall be per the B000406 Attachment A document of detailed specifications. Each box shall be delivered assembled as specified.	0.00			
2.000	Custom Assembled Shadow Box: Enter pricing for each box per the specifications; assembled as specified. Pricing offered shall remain firm until the order is completed and delivered in full.	1.00	EA		

NOTE: The purchase of the medallion shown in the pictures and specifications is NOT part of this bid. Medallions will be purchased separately by the TAMU System and delivered to



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<u>Item</u>	<u>Description</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Price</u>	<u>Total</u>
	<p>the awarded vendor. Awarded vendor will only be responsible for engraving the recipient's name on the back of the brass plate on the medallion and placing the medallion in the shadow box as specified.</p> <p>The number of boxes to be ordered will vary each year, depending on the number of recipients of this award. The estimated number is between 15 - 23. The awarded bidder will receive a purchase order on or around mid-August of each year of this agreement. This PO will state the exact number of boxes to be prepared for that year.</p>				
3.000	<p>Presentation/delivery box - Enter price for each. Reference Attachment A for details of this presentation box.</p> <p>The number of presentation boxes to be ordered will vary each year, depending on the number of recipients of this award. The estimated number is between 15 - 23. The quantity of presentation boxes will match the quantity of shadow boxes with each order.</p>	1.00	EA		
4.000	<p>Freight and/or Delivery: Quote FOB Destination. Enter a one lot price for entire freight and delivery of all shadow boxes and presentation boxes UNLESS Freight and Delivery is included your unit price for each item. If unable to quote an exact freight cost, offer an amount of not to exceed for freight. NOTE: if this is included in your unit price please state this in the questions section.</p> <p>NOTE TO BIDDER: If no price is offered for freight, no cost for freight can added after bid has opened.</p>	1.00	LOT		
5.000	<p>Master/Blanket Agreement Terms: The term of this agreement/blanket order shall be from the date of award through August 31, 2018. The Texas A&M System reserves the right to renew the awarded contract for an additional three (3) years, one (1) year at a time if mutually agreed to by both parties with all terms and conditions remaining firm.</p> <p>Price Adjustment: The successful bidder may request an annual price/rate increase for consideration. The request shall be made in writing at least thirty (30) days prior end of each year of the agreement, based on the date the agreement starts. TAMUS reserves the right to reject the price adjustment request and re-bid the agreement.</p> <p>Cancellation of Agreement: Cancellation provided immediately for unacceptable service as deemed necessary by TAMUS. TAMUS reserves the right to cancel the agreement at any point of its duration should noncompliance with any of the terms and conditions become a factor. TAMUS has the right to terminate the agreement for any reason including but not limited to a lack of funds with at least a thirty (30) day written notice. Should the awarded vendor need to terminate the supply agreement, TAMUS Procurement dept. must receive at least a thirty (30) day written notice. All orders placed within that period must be filled and delivered complete.</p>	0.00			
6.000	<p>Sample Shadow Box: The Texas A&M University System may request a fully assembled sample shadow box in order to review the quality and workmanship of shadow box offered by bidder. All costs associated with any sample requested shall be at bidder's expense. Requested sample must be delivered to the TAMU System representative no later than three (3) weeks of request unless other time frame is agreed upon. Bid will be rejected as nonresponsive if sample fails to conform to each of the specifications required in Attachment A and/or if sample delivery time is unacceptable. The requirement for furnishing a sample may be waived if a bidder has previously offered a product meeting the specifications of this bid. Any sample will be returned to bidder upon their request and at their expense.</p>	0.00			
7.000	<p>Award Criteria: The TAMU System will evaluate and make the award to the bid that is determined to be the best value to the state based on the following criteria: pricing, specifications,</p>	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>
8.000	<p>quality of sample, delivery requirements and timeframe, the extent to which the goods meet our needs; the vendor's past relationship with the TAMU System and other state entities and any other factor the TAMU system deems relevant.</p> <p>Public Information: (a) PROVIDER acknowledges that TAMUS 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 a TAMUS written request, PROVIDER 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 TAMUS in a non-proprietary format acceptable to TAMUS. As used in this provision, public information has the meaning assigned Section 552.002, Texas Government Code, but only includes information to which TAMUS has a right of access. (c) PROVIDER acknowledges that TAMUS 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.</p>	0.00			