



**PURCHASING DEPARTMENT
BUSINESS CENTER SOUTH
NEVADA SYSTEM OF HIGHER EDUCATION (NSHE)**

**INVITATION FOR BID NO. 5071-DC
LEASE OF THREE (3) VEHICLES**

RELEASE DATE: Thursday, October 29, 2009

LAST DAY FOR QUESTIONS: Wednesday, November 4, 2009 @ 5:00pm local time

LAST DAY FOR ADDENDA : Friday, November 6, 2009 @ 5:00pm local time

OPENING DATE, TIME and LOCATION: Thursday, November 12, 2009 @ 3:00pm local time
University of Nevada, Las Vegas
4505 Maryland Parkway
Campus Services Building, Room 235
Las Vegas, NV 89154-1033

Sealed bids, subject to the terms, conditions and specifications herein stipulated and/or attached hereto, will be publicly opened as stated above. **All bids must be received on or before this date and time to be considered.** Bids may be mailed to:

University of Nevada, Las Vegas
Purchasing Department
4505 Maryland Parkway
Las Vegas, Nevada 89154-1033

Or hand delivered to the UNLV Purchasing Department located in the Campus Services Building, Room 235, on the UNLV main campus. Please go to <http://maps.unlv.edu/> to view a map of the UNLV campus.

If you should have any questions regarding this Invitation for Bid, fax or e-mail your questions directly to:

Donna Cruzado, Buyer
Donna.cruzado@unlv.edu
Phone: (702) 895-0968
Fax: (702) 895-3859

<u>TABLE OF CONTENTS</u>	<u>PAGE</u>
SECTION A: Submission Instructions	2-4
SECTION B: General Terms and Conditions	5-8
SECTION C: Purchase Order Terms & Conditions	9-11
SECTION D: Scope of Work/Specifications	12-14
SECTION E: Pricing Response Form	15
SECTION F: Bid Response Form	16

SECTION A
SUBMISSION INSTRUCTIONS

The UNLV invites you to submit a bid on the material and/or services specified within this Invitation for Bid. Please read carefully all instructions, general terms and conditions, purchase order terms and conditions, scope of work and/or specifications, pricing response form, bid response form, sample insurance if applicable, and sample contract if applicable. Failure to comply with the instructions, terms and conditions, scope of work and/or specifications, of the Invitation for Bid may result in your bid being declared non-responsive.

1. **BID PREPARATION AND SUBMISSION**

- a) Bidders are expected to examine the entire Invitation to Bid including any attachments. Failure to do so will be at the bidder's risk.
- b) If it becomes necessary to revise any part of this Invitation to Bid, a written addendum will be posted on <http://purchasing.unlv.edu/solicitations> and available for all bidders to download. UNLV is not bound by any oral representations, clarifications, or changes made in the written specifications by UNLV employees, unless such clarification or change is provided to bidders in written addendum form from the Purchasing Department.
- c) Prices shall be submitted as requested in this document. When units are identified, the price for each unit bid shall be shown. All prices shall include packing unless otherwise specified. A total shall be entered in the Amount column for each item bid. In case of error in extension of price, the unit price will prevail.
- d) **Bids are to be submitted on the pricing response form provided or true copies thereof** and must be manually signed by pen. If any erasures or changes appear on the form, each such correction must be initialed by the person signing the bid. Bidders shall include with their bid forms the necessary documents or attachments as required in this document. **All figures must be written in ink or typewritten.** If there are discrepancies between unit prices quoted and extensions, the unit price will prevail.
- e) Each bid, acknowledging all addenda issued must be sealed and submitted in an envelope with the pricing and bid response form and **MUST** indicate the name of the bidder, bid number, title as listed on the first page of the Invitation to Bid, and date and time of opening on the outside of the envelope. **Telegraph, facsimile, email or telephone bids will not be considered.**
- f) No responsibility will attach to the UNLV or any official or employee thereof, for the pre-opening of, post-opening of, or the failure to open, a bid not properly addressed and identified.
- g) Alterations, modifications or variations may not be considered unless authorized by this document or by an addendum.
- h) When not otherwise specified, bidder must definitely state time of proposed delivery. Days must be calculated in consecutive calendar days.
- i) All equipment or supplies shall be new, and of the manufacturer's current model unless specified herein.
- j) Any irregularities or lack of clarity in the invitation should be brought to the attention of the Purchasing Department, as soon as possible so an addendum may be furnished to all bidders.
- k) Altering the invitation and bid form may render the bid null and void.

2. **BRAND NAME (OR EQUAL) TO ESTABLISH STANDARD**

- a) Unless stated otherwise within this bid, wherever in the Invitation any item required to be furnished is mentioned by a brand name or a manufacturer's name is given, it is intended to establish a standard of quality or type of material desired and not to restrict the use of other materials which are of equal quality or type. Bidders who do not specify a different manufacturer or number will be required to furnish items exactly as specified.
- b) If the specifications of each item you are bidding are the same as those stated in the bid, write in "AS SPECIFIED" where it states "STATE MANUFACTURER". If the specifications of the item you are bidding are similar to or equal to but not identical, list the name of the manufacturer and the item's model or stock number. **IF A SUBSTITUTE ITEM IS BID, TWO (2) COPIES OF COMPLETE SPECIFICATIONS OF THE SUBSTITUTE ITEM SHOULD ACCOMPANY THE BID. THIS IS NECESSARY IN ORDER TO HAVE YOUR SUBSTITUTE ITEM CONSIDERED. THE UNLV TAKES NO RESPONSIBILITY IN EVALUATING YOUR SUBSTITUTE ITEM IF THE SPECIFICATIONS ARE NOT INCLUDED.**
- c) UNLV alone shall determine if a substitute item is equal to what was requested and the decision will be final.
- d) UNLV reserves the right to consider bids not in exact accordance with the specifications.

3. **DISCLOSURE RESTRICTIONS**

- a) The contents of your bid or other information submitted to the UNLV are subject to public release, upon request, after the Contract award.
- b) The Bidder shall mark as "proprietary" those parts of its bid that it deems confidential and proprietary. However, the Bidder is alerted that this marking is advisory only and not binding on the UNLV. If there is a request from the public to inspect any part of the bid so marked, the UNLV will advise the Bidder and request further justification in support of the "proprietary" marking. **Prices are not considered proprietary and should not be marked as so.** If the UNLV determines, after receipt of the justification, that the material is releasable, the Bidder will be notified.

4. **LATE BIDS**

Formal, advertised bids indicate a time by which the bids must be received in the Purchasing Department. Bids received after that time will be rejected or returned unopened upon request by, and at the expense of the bidder. Bidder is responsible for ensuring third party deliveries arrive at the time and place as indicated in this document.

5. **PUBLIC OPENING OF BIDS**

Bids will be opened and read publicly at the time and place indicated in the Invitation to Bid. Prospective bidders, their authorized agents and other interested parties are invited to be present. The total sum read shall be subject to the provisions of determination of the lowest bid as outlined under the "Award of Contract" paragraph. Information read is subject to verification.

6. **WITHDRAWAL OF BID**

Any prospective bidder may request withdrawal of a posted, sealed bid prior to the scheduled bid opening time provided the request for withdrawal is submitted to the Purchasing Department in writing,

Bid # 5071-DC

or presents themselves in person with proper identification to the Purchasing Department and verbally requests the bid be withdrawn and signs for its receipt.

SECTION B
GENERAL TERMS AND CONDITIONS

1. **ACCEPTANCE PERIOD**

The Bidder agrees to a minimum of 90 calendar day acceptance period from the date of public opening.

2. **APPROPRIATIONS**

The terms of this Contract are contingent upon sufficient appropriations and authorizations being made by UNLV for the performance of this Contract. If sufficient appropriations and authorizations are not made by UNLV, this Contract shall terminate, without penalty, upon written notice being given by UNLV to the Contractor. UNLV's decision as to whether sufficient appropriations are available shall be accepted by Contractor and shall be final.

3. **AWARD OF CONTRACT**

- a) Award shall be made to the lowest responsive and responsible bidder, all in the best interests of the requesting department and the UNLV.
- b) UNLV may accept any item or group of items of any bids unless the bidder qualifies his bid by specific limitations.
- c) UNLV reserves the right to award by item, groups of items, or all items, or to reject any and all bids in whole or in part, and to waive minor irregularities and omissions, whereby the best interests of the UNLV would be served.
- d) The UNLV reserves the right to award on a multi year basis and, if in the best interest of the UNLV, to award to multiple vendors.
- e) A signed purchase order mailed (or otherwise furnished) to the successful bidder within the time for acceptance specified in the bid, results in a binding contract without further action by either party.
- f) If after the award of an item or items has been made to a bidder and a purchase order is issued to that bidder for the item or items awarded; the bidder fails to furnish the items as listed on the purchase order, that bidder may be removed from our bidder list for a period of one year.

4. **COMPLIANCE**

Bidders are required to comply with all OSHA, EPA, ADA and other relevant state and federal standards, codes and regulations that may apply.

5. **CONFIDENTIAL TREATMENT OF INFORMATION**

Bidders shall preserve in strict confidence any information obtained, assembled or prepared in connection with the performance of this bid.

6. **CONFLICT OF INTEREST**

Persons or firms submitting an offer on this Invitation are certifying that they have had no contact with an employee or member of the NSHE in any manner which would give that company or person submitting such an offer, any advantage over any other company or person submitting an offer. Employees and members of the NSHE shall not receive any compensation, in any manner or form, nor

Bid # 5071-DC

have any vested interest, directly or indirectly, of any kind or nature inconsistent with loyal service to the public. A violation of any of the above shall be just cause for rejection of that particular offer without further consideration.

7. DEFAULT OF CONTRACT

In case of default of the contractor, the UNLV may procure the articles or services from the other sources and hold the contractor responsible for any excess cost occasioned thereby; provided, that if public necessity requires the use of materials or supplies not conforming to the specifications they may be accepted and payment therefore shall be made at the proper reduction in price.

8. DISQUALIFICATION OF BIDDERS

Bidders may be disqualified and rejection of bids may be recommended by the Purchasing Department for any of (but not limited to) the following causes:

- a) Failure to use the bid form furnished by the UNLV.
- b) Lack of signature by an authorized representative on the bid form.
- c) Failure to properly complete the bid.
- d) Evidence of collusion among bidders.
- e) Unauthorized alteration of bid form.
- f) Failure to submit requested documents required in bid terms, conditions and specifications.
- g) Failure to furnish proof of receipt of any addendum pertaining to that particular bid project.
- h) Any bidder who has defaulted on prior contracts or is guilty of misrepresentation by any member of that particular firm.
- i) The UNLV reserves the right to waive any minor informality or irregularity.

9. FAILURE TO FURNISH AT SPECIFIED PRICE

If a successful bidder fails to furnish any item at the price specified in the bid, whether such failure is due to a mistake of fact by the bidder or any other reason, the Director of Purchasing UNLV, may cause the name of such bidder to be removed from the list containing the names of prospective bidders to whom invitations for bids are mailed, for such period of time, not exceeding 1 year or less than 6 months, or the payment of a penalty of 5 percent of total bid price of all items on which bid was submitted, as the Director of Purchasing may determine.

10. FREIGHT TERMS

- a) Prices submitted must include freight.
- b) Any bid submitted with alternate shipping terms other than as stated above may be disqualified

11. INSPECTION AND ACCEPTANCE

Inspection and acceptance will be made at destination.

12. **PAYMENT TERMS**

Payments shall be made within thirty days of acceptance of the related invoice, unless otherwise stated. Should the acceptance of such invoices be in doubt, the successful bidder shall not be due any interest or penalty on any unpaid amounts.

13. **PROMPT PAYMENT DISCOUNTS**

The offered discount of a successful bidder will not form a part of the award evaluation. In connection with any discount offered, time will be computed from the date of delivery of the equipment or supplies at destination or from the date the correct invoice is received by UNLV, whichever is later. Payment is deemed to be made for the purpose of earning the discount the date the UNLV check is mailed.

14. **PROTESTS**

Any bidder, offeror or contractor who is allegedly aggrieved in connection with the solicitation or award of a contract may protest. The protest must be submitted in writing to the Director of Purchasing, within seven (7) days after such aggrieved person knows or should have known of the facts giving rise thereto. If the protest is not resolved by mutual agreement, the Director of Purchasing will promptly issue a decision in writing to the Protester. If the Protester wishes to appeal the decision rendered by the Director of Purchasing, such appeal must be made in writing to the Senior Vice President for Finance & Business, UNLV. The decision of the Senior Vice President for Finance & Business will be final. The Senior Vice President for Finance & Business need not consider protests unless this procedure is followed.

15. **SAMPLES**

Bidders may be required to furnish a sample of the product being bid after the bid opening for further evaluation. Bidders will be responsible for any charges involved in shipping and picking up their samples.

16. **SMALL BUSINESS CONCERNS**

- a) Minority business concerns will be afforded full opportunity to submit bids in response to this Invitation and will not be discriminated against on the grounds of race, color, creed, sex, or national origin in consideration for an award.

DEFINITIONS AND REQUIREMENTS

(1) **Minority Owned Business Enterprise (MBE)**

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more minority persons of African American, Hispanic American, Asian-Pacific American, or Native American ethnicity.

(2) **Women Owned Business Enterprise (WBE)**

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more women.

(3) **Disabled Owned Business Enterprise (DBE)**

Bid # 5071-DC

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more disabled individuals pursuant to the federal Americans with Disabilities Act.

(4) Veteran/Disabled Veteran Business Enterprise (VDBE)

An independent business which performs a commercially useful function and is at least 51% owned and controlled by one or more veterans/disabled veterans who have served in the active military and discharged under conditions other than dishonorable.

(5) Small Business Enterprise (SBE)

An independent business which performs a commercially useful function, is not owned and controlled by individuals designated as minority, women, veterans, or physically-challenged, and where gross annual sales does not exceed \$2,000,000.

- b) All bidders, by signing this bid, certify that they are an Equal Opportunity/Affirmative Action Employer, unless otherwise stated.

17. SUSTAINABILITY

- a) A key focus of the UNLV is to minimize the impact the procurement of goods and services has on the local environment. UNLV is committed to sustainable economic, social, and environmental practices in all operations which the UNLV is involved. It is important that bidders share this commitment as well. Therefore, sustainable goods and services should be offered whenever available and specifically when required in the bidding documents.
- b) The UNLV may request the successful bidder to provide reports related to sustainability on all goods and services provided under this bid. Reports may include, but are not limited to: sustainable attributes of each product or service, the dollar and percentage amount spent on sustainable or environmentally preferred products and services, and the total amount spent by UNLV.
- c) All electronic equipment the UNLV purchases must be Energy Star rated (or, if there is no Energy Star rating for the desired equipment, energy efficient models or substitutes are preferred). The requirement to purchase Energy Star rated equipment will improve the University's energy and financial performance while distinguishing our institution as an environmental leader.

18. TAXES, LICENSES AND PERMITS

It is the bidders responsibility for securing all required licenses, permits and insurance necessary for the proper execution and completion of the work involved. The UNLV is exempted from paying state, local and federal excise taxes.

SECTION C
PURCHASE ORDER TERMS AND CONDITIONS

1. **ADDITIONS/CHANGES**

No extra work, additions, alterations, including changes in price will be paid by NSHE/BCS unless agreed to and performed pursuant to and in accordance with a written revision to the order.

2. **CANCELLATIONS**

NSHE/BCS reserves the right to cancel this order without cause at any time. An equitable adjustment in price and/or delivery schedule will be negotiated for products completed or in process at the time of the cancellation, but in no event shall NSHE/BCS be required to pay more than Seller's actual cost of labor and supplies consumed to the point of cancellation.

3. **CONFLICTING TERMS**

The above terms and conditions may only be modified by NSHE/BCS with the exception of clauses which may be in conflict with any bid, proposal or contract pertaining to this project. Bid, proposal or contract terms and conditions will take precedence.

4. **DEBARMENT/SUSPENSION STATUS**

The bidder/contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.

5. **DELIVERY**

Delivery must be made within the time stated and only to the destination stated on this order. If Seller fails to deliver on time, NSHE/BCS reserves the right to purchase elsewhere, and may reject goods and services not delivered or furnished on the date specified on this order.

6. **GOVERNING LAW**

Seller agrees that the laws of the State of Nevada shall govern the validity, construction, interpretation, and effect of this order. Any and all disputes arising out of or in connection with the order shall be litigated only in the 8th Judicial District Court in and for Clark County, State of Nevada, and Seller hereby expressly consents to the jurisdiction of said court.

7. **HAZARDOUS MATERIALS**

Sellers furnishing supplies which contain hazardous materials must label each container listing the identity of such material. Each carton or package must also be identified on the outside with the appropriate hazard warning. Seller must furnish the necessary MSDS for each chemical, substance or product listed on this order. The Purchase Order Number must appear on all MSDS material pertaining thereto.

8. **INDEMNIFICATION**

Seller, shall indemnify, defend and hold harmless NSHE/BCS from and against any and all liabilities, claims, losses, lawsuits, judgments and or expenses, including attorney fees, arising either directly or indirectly from any act or failure to act by the Seller or any of its officers, employees and agents, which may occur during or which may arise out of the performance of this order.

9. **INSURANCE**

All Seller's performing work on NSHE/BCS premises are required to provide evidence of coverage for Worker's Compensation and General Liability; Automobile Liability and Professional Liability if applicable all in the minimum limits as required.

10. **INVOICES**

Submit invoice(s) as instructed on the face hereof immediately upon delivery or completion of order. The purchase order number must be referenced on the invoice.

11. **NON-DISCRIMINATION**

The Seller shall not employ or contract with any firm or organization that is unfit or unskilled in the work to be performed. He shall not discriminate or allow discrimination against any employee or applicant for employment because of sex, sexual orientation, religion, age, disability, race, color, creed, or national origin. He shall comply with and shall require his/her Subcontractors to comply with the applicable provisions of Title 28 and Title 53 of the Nevada Revised Statutes.

12. **PRICE WARRANTY**

Seller warrants that the price(s) for the items or services sold hereunder are not less favorable than those extended to any other customer (whether government or commercial) for the same or similar items or services in similar quantities. In the event the Seller reduces its price(s) for such items or services during the term of this order, Seller agrees to reduce the price(s) hereof accordingly. Seller warrants that price(s) shown on this order shall be complete and no additional charges of any type shall be added without express written consent from NSHE/BCS.

13. **PROMPT PAYMENT DISCOUNT**

Seller's prompt payment discount is to be calculated from date of receipt of shipment, completion of services or date of receipt of correct invoice, whichever is later.

14. **PURCHASE ORDER NUMBERS**

NSHE/BCS purchase order numbers must appear on all packing slips, shipping documents, labels, and invoices.

15. **QUANTITY AND QUALITY**

The quantity term stated on this order shall be complied with strictly, as stated. The Seller warrants that all goods, materials, or work furnished are of reasonable average quality and would meet such a standard of description in the trade.

16. **STANDARDS AND REGULATIONS – FEDERAL AND STATE**

In performance of the order, Seller shall comply with all federal, state and local laws, rules, ordinances and regulations, and all materials and work or services furnished hereunder shall be produced or furnished in full and complete compliance therewith.

17. **TAX EXEMPTION**

Bid # 5071-DC

NSHE/BCS is exempt from Nevada State sales tax as provided by Nevada Revised Statutes 372.325 and 374.330. The NSHE State Tax Exempt Number is RCE-000-441. The Federal Tax ID number is 88-6000024.

18. **TERMINATION FOR DEFAULT**

In the event of the Seller's default hereunder, NSHE/BCS may exercise any or all legal rights available, both at law or in equity. The prevailing party shall be entitled to attorneys' fees and costs. A breach or default may be declared with or without termination. The Seller's obligations that by their terms would ordinarily be expected to survive a termination or an order will survive indefinitely.

19. **WARRANTY**

Seller expressly warrants that all items or services covered by this order will conform to the drawings, specifications or samples (if any) or other description furnished by NSHE/BCS. All items or services will be fit and sufficient for the purpose intended as an implied warranty of merchantability.

SECTION D
SCOPE OF WORK/SPECIFICATIONS

UNLV requires three (3) vehicles to be leased for two years with no early payment penalty and a \$1.00 buyout fee at the end of the lease payment period. All payments are to be equal. Lease should be amortized over two (2) years by annual payments.

1. Two (2) Ford F-150, 2010, X1C with the following specifications OR AN APPROVED EQUAL:

- 2.9 ALT Truck, ½ ton, full size, extended cab, short bed 6.5'
- Engine size and emission rating: 5.4L V8 E-85 flex fuel
- Includes minimum standard equipment
- Exterior color: Tuxedo Black
- Seats, Cloth: Medium Stone
- Gross Vehicle Weight (GVW): 6700 lb
- Wheelbase: 145"
- ABS Brake system
- Air Conditioning
- Cruise Control
- Four Wheel Drive (4x4)
- Two (2) Additional Keys with Fob
- Limited Slip Differential 3.55/3.73
- Power Windows, Mirrors, Locks
- Remote Keyless Entry with Fob
- Radio: AM/FM stereo, CD
- Skid Plate (4x4)
- Tilt Steering
- Tire, Spare, Full Size
- Manufacturers Warranty: 3yr – 36k bumper to bumper/ 5yr – 60k powertrain

2. One (1) Chevrolet Tahoe 2010 CK10706 E85 Flex Fuel with the following specifications OR AN APPROVED EQUAL:

- 5.3a Sport Utility Vehicle, ½ ton, 5-6 passenger
- Engine size and emission rating: 5.3L V8 SFI (320hp-340bl-ft.torque)
- Exterior color: Black (41U)
- Seats, Cloth: Ebony (19D)
- Gross Vehicle Weight: 7300 lb
- Wheelbase: 116"
- ABS Brake system
- Air Conditioning
- Cruise Control
- Four Wheel Drive (4x4)
- Hitch Receiver
- Two (2) additional keyless entry w/ Fob
- Power Windows, Mirrors, Locks
- Rear window wiper
- Skid Plate
- Tilt Steering
- Tire, Spare, Full size
- Trailer Tow Package
- Floor Covering – Carpeting, Color-keyed
- Manufacturers Warranty: 3yr – 36k bumper to bumper/ 5yr – 60k powertrain

3. Vehicles for which Bidders are providing pricing must:

- Have body model number clearly labeled on all documents.
- Meet the latest Federal Safety Regulations.
- Meet the requirements of the Nevada Revised Statutes, Chapter 482.318 et seq.; 482.135 and 484 as applicable.
- Comply with the most current Federal Motor Vehicle Safety Standards and Federal EPA Standards.
- Be of the manufacturer's current design for the type of vehicle specified and the allied equipment specified, complete with all standard operating accessories customarily furnished with these vehicle types whether stipulated herein or not, together with such modification and attachments as may be necessary to enable the vehicle to function reliably and efficiently in sustained operation.

4. Each vehicle awarded must have:

- All pre-delivery checks, including inspection of all equipment to assure proper operation and/or adjustment including, but limited to the crankcase, differential, engine and transmission filled to the manufacturer's recommended capacity with the recommended type of lubricant to ensure vehicle is ready to be placed into service
- Fuel filled to a minimum 3-gallon capacity
- All equipment listed as standard furnished with the vehicle whether or not the equipment is listed within these specifications
- All tires balanced
- Front end properly aligned (4-wheel alignment where applicable)
- Headlights properly adjusted
- Four (4) complete sets of keys
- One (1) manufacturer's standard operator manual
- One (1) manufacturer's warranty

5. Warranty and Maintenance Requirements

- Vendor must provide the standard manufacturer's warranty as a minimum.
- A copy of the manufacturer's and/or vendors standard warranty must be provided with vehicle upon delivery.
- Vendor must provide details of any upgrade or delayed start warranty or maintenance policy including costs.
- All warranty and recall service shall be performed at a factory authorized service facility located within Clark County, Nevada.

Bid # 5071-DC

6. If Bidder is using third party financing, a letter from the third party agreeing to the prices indicated in this bid must accompany the bid. Failure to submit written correspondence from the third party may be cause for rejection of the bid.
7. If Bidder requires a lease and/or financing agreement to be signed, award will only be made if the terms and conditions of that agreement are acceptable to the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Las Vegas. Failure to provide acceptable terms and conditions in any such agreement will be cause for rejecting a bid. Bidder must submit copy of original lease agreement with the bid for review by the Business Center South Purchasing Department.
8. Bids submitted must be accompanied by a prospectus that stipulates the interest rate.
9. All vehicles specified by the successful bidder will have a full and complete title surrendered in favor of the Board of Regents of the Nevada System of Higher Education on behalf of the University of Nevada, Las Vegas without penalty at time of final lease payment.
10. Vehicles must be delivered within 30 days after receipt of order and must pass inspection by UNLV Motorpool prior to acceptance.

SECTION F
BID RESPONSE FORM

ACKNOWLEDGMENT OF ADDENDA:

The undersigned acknowledges receipt of the following addenda:

Addenda No. _____ Dated _____ Addenda No. _____ Dated _____

Addenda No. _____ Dated _____ Addenda No. _____ Dated _____

The undersigned, as an authorized representative for the Company named below, acknowledges that he/she has examined this Request for Bid including any related documents, and hereby offers to furnish all labor, materials, tools, supplies, equipment and services necessary to comply with the specifications, terms and conditions set forth herein and at the prices stated.

COMPANY NAME: _____

SIGNATURE: _____ DATE: _____

PRINTED NAME AND TITLE: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

PHONE NO.: _____ FAX NO.: _____

E-MAIL ADDRESS: _____ FEDERAL TAX ID NO: _____

Please check the appropriate box below all in accordance with Section B – General Terms & Conditions.

MINORITY BUSINESS TYPE:

Minority Business Enterprise	<input type="checkbox"/>	Women-Owned Business Enterprise	<input type="checkbox"/>
Physically Challenged Business Enterprise	<input type="checkbox"/>	Veteran/Disabled Veteran Business Enterprise	<input type="checkbox"/>
Small Business Enterprise	<input type="checkbox"/>	Not Applicable	<input type="checkbox"/>

DEBARMENT/SUSPENSION STATUS

1. The bidder/contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.
2. The bidder/contractor agrees to provide immediate notice to UNLV's Purchasing department in the event of being suspended, debarred or declared ineligible by any State or Federal department or agency, or upon receipt of a notice of proposed debarment that is received after the submission of this bid but prior to the award of the purchase order/contract.

EXCEPTIONS

Any exceptions to any of the specifications or requirements of this bid shall be noted in writing, and attached to the bid when submitted. By taking exceptions and clearly stating them in writing on a separate sheet of paper headed "EXCEPTIONS", and by offering alternates to replace the excepted requirements, the bidder may still compete in the bidding. However, the UNLV Purchasing Department shall be the sole judge of the acceptance or rejection of any exceptions.

Are there exceptions to this bid? YES _____ NO _____

LIST OF SUBCONTRACTOR(S) (if applicable)

Subcontractor Name: _____

Contact Person _____ Telephone Number _____

Description of Work _____