



Procurement and Travel Services

1902 N. Loop 499
Harlingen, TX 78550
Phone: 956-364-4554

Informal Bid
3-Phase Converters
Posted March 13, 2017
NIGP Code: 285-90
IFB No.: 17-DG-016 WFT 3
Bid Opening Date: March 16, 2017, 2:00 p.m. CST

To facilitate your firm's participation in TSTC's bid process, we ask that you fill in the requested information below as acknowledgment that you have received the bid noted above. By doing this, we will also be able to provide notification to you of any addenda to this solicitation. A 'No Bid' response on this form will not preclude receipt of future invitations.

SECTION 1 – CONTACT INFORMATION

Vendor Name _____

Contact Person _____ Email _____

Phone _____ Fax _____

Address _____
(City, State,
Zip) _____

SECTION 2 – INTEREST

Select One:

- Yes, our company does have an interest in responding OR
- We hereby submit a "NO BID" because:
1. We are not interested in selling through the bid process.
 2. We are unable to prepare the bid in time to meet the bid due date.
 3. We do not wish to bid under the TSTC Terms and Conditions
Objections: _____
 4. We do not feel we can be competitive.
 5. We cannot submit bid because of: _____
 6. We do not wish to sell to a state agency.
 7. We do not sell the goods or services as stated on the bid document.
 8. Other: _____

SECTION 3 – ADDITIONAL INFORMATION

We wish to:

- Remain on the CMBL list
- Be deleted from the CMBL list

Please indicate if you are:

- HUB Non - HUB
- Interested in becoming a HUB

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GENERAL INFORMATION

INSTRUCTIONS

1. Review the entire document including terms and conditions
2. Submit page 1 and pricing sheet (pages 4) and addendum acknowledgement if any on page 5.

DESCRIPTION

Texas State Technical College is seeking bids from qualified vendors for different dental equipment.

SUBMISSION OF BIDS

Bids will be accepted until **March 16th, 2017 at 2:00 p.m.** CST. Bids will accepted by email no later than 2:00 PM. Bids received after 2:00 p.m. CST will not be considered.

Daniel de la Garza, CTPM
danny.delagarza@tstc.edu
Texas State Technical College
Administration/Industrial Technology Building I, Room 111C
Financial Services
1902 North Loop 499
Harlingen, Texas 78550

Bid prices must be firm for TSTC acceptance for 60 days from the submittal due date and the IFB document Submission shall be irrevocable from the close of the call until acceptance by TSTC or the passage of a period of 60 days, whichever shall occur first.

QUESTIONS and ADDENDUMS

All questions regarding this IFB must be submitted in writing to Daniel de la Garza, Director of Strategic Sourcing - Procurement and Travel Services at danny.delagarza@tstc.edu no later than **March 15st, 2017 at 10:00 a.m.** Any clarifications or interpretations of this IFB that materially affect or change its requirements will be issued by TSTC as an addendum. All such addenda are issued by TSTC before the Bid are due as part of the IFB and respondents shall acknowledge receipt of each addendum to the IFB in the Pricing Sheet.

BEST VALUE

In accordance with Education Code, 51.9335, in determining what the best value TSTC will consider the following:

- 1) Purchase price
- 2) Reputation of the vendor and of the vendor's goods or services
- 3) The quality of the vendor's goods and services
- 4) The extent to which the goods or services meets the institution's needs
- 5) The vendor's past relationship with the institution
- 6) The impact on the ability of the institution to comply with laws and rules relating to historically underutilized businesses and to the procurement of goods and services from persons with disabilities
- 7) The total long-term cost to the institution of acquiring the vendor's goods and services; and/or
- 8) Any other relevant factor that a private business entity would consider in selecting a vendor
- 9) Any services, warranties, other items provided to make the purchase more functional.

MULTIPLE AWARDS

One or more vendors can be selected for each or all of the items. The selection will be made based on best value option for the College.

Invoicing

Original invoices must be submitted in connection with all payments. To be a proper invoice that may be accepted and paid, the invoice must include the following information and/or attachments; Name and address of the vendor, vendor's invoice remittance address, Purchase order number authorizing the services, detailed breakdown of total price of the goods. **TSTC is exempt from taxes pursuant to the provisions of the Texas Tax Code, Chapter 151. Do not include tax in the Proposal. Excise Tax Exemption Certificates are available upon request.**

Each invoice is subject to review and approval by TSTC before payment will be processed. Normal payment processing time for services which have been completed or items that have been delivered to, and approved by TSTC is thirty (30) calendar days after receipt of a valid, uncontested invoice. TSTC will incur no penalty for late payment if payment is made in thirty (30) or fewer days from receipt of goods or services or receipt of an uncontested invoice. Uncontested invoice will match exactly with the Purchase Order issued by Procurement. Any changes made to the order must be reflected in a revised Invoice and or credit from the vendor and must match the revised Purchase Order. Payments shall be made consistent with Chapter 2251, Texas Government Code. Any orders identified as TPFA (Texas Public Finance Authority) are paid by TPFA on behalf of TSTC. **TPFA will not pre-pay or make down payments for any orders placed by TSTC.**

Any invoice that does not comply with the minimum requirements stated above may not be considered valid and may be subject to rejection and/or return to the contractor.

Invoices shall be submitted by mail to:

Texas State Technical College
Services Support Center Building
Procurement and Travel Services
1902 North Loop 499
Harlingen, Texas 78550

DELIVERY OF GOODS (Locations do not have loading ramps, please calculate shipping and installation correctly)

Set of 3

Texas State Technical College
Attn.: Sid Ramos
1901 N. Loop 499
Harlingen, TX 78550

Set of 2

Texas State Technical College
Attn.: John Doshier
300 Homer K Taylor Drive
Sweetwater, TX 79556

1 Set

Texas State Technical College
Attn.: Chris Martin
26706 SW Freeway
Rosenberg, TX 77471

PRICING SHEET

The Respondent must complete, sign and return this Pricing Sheet as part of their submittal response. The Respondent's company official(s) who are authorized to commit to such a submittal must sign submittals. Failure to sign and return this form will subject the submittal to disqualification. The undersigned, having carefully examined the scope of services and related documents, as prepared by Texas State Technical College as well as all other conditions affecting the cost and/or execution of the work, proposes to complete the work in accordance with said documents, of which this Bid is a part, for the following sum:

Dual Chambered Heat Treat Furnace with Inert Gas Control

QTY 6 sets, 3 Delivered to Harlingen, TX ; 2 Delivered to Sweetwater, TX and 1 Delivered to Rosenberg, Texas

Item	Description of Furnace with Required Options	Cost for 6 EA
1	AI 100-PAD: American Rotary 3 HP Outdoor Rated Phase Converter	
2	Misc: 110/120v Plug and 12' Cord	
3	Transformer: Transformer Arc1F1C5WES, 1.5kva 120/208/240/277 primary, 120/240 secondary	
4	UL Listed : UL Listed Certification	
5	Shipping	
	TOTAL	

TSTC will accept other brands, but, item must work and function equally to or better than the proposed furnace. Vendors must provide specifications that clearly demonstrate the equal to or better functionality of the proposed furnace and its required options. Any proposal that is submitted that does not demonstrate the equal to or better functionality will not be considered. TSTC will select the items that best benefits its "Best Value"

ACKNOWLEDGEMENT OF ADDENDA

Respondent acknowledges receipt of the following addenda to the captioned IFB (initial if applicable):

Failure to properly acknowledge addenda may result in disqualification.

Addendum # _____	Issued _____	Initials: _____
Addendum # _____	Issued _____	Initials: _____
Addendum # _____	Issued _____	Initials: _____

Respectfully Submitted,

Respondent's Name: _____