

TROY UNIVERSITY

PURCHASING DEPARTMENT
100 UNIVERSITY PARK
TROY, AL 36082
334-670-3946

NOTICE TO VENDORS – REQUEST FOR BIDS # 23-001

University Police - Parking Decals

SPECIFICATIONS ON ATTACHED SHEETS

SEALED BIDS WILL BE ACCEPTED IN THE PURCHASING DEPARTMENT BUILDING AND THEN BE PUBLICLY OPENED AND READ AT THE FOLLOWING DATE & TIME:

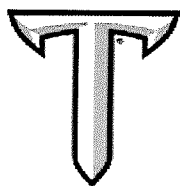
DAY: Wednesday
DATE: October 26, 2022
TIME: 2:00 PM CST

POSTED - 10-5-22 M

REMOVED -

NOTE: Alabama Law (Section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act No. 2006-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

CANCELLATION FOR LACK OF FUNDING: This contract may be cancelled without any further obligation on the part of TROY University in the event that funds are not appropriated or sufficient funding is unavailable to assure full performance of terms.



TROY UNIVERSITY

Sealed bids will be accepted on the goods and/or services described within this document - until the time and date provided below when responses will be publicly opened and read. TROY UNIVERSITY reserves the right to reject any and all bids and be the sole judge of quality versus cost. All quotes must be F.O.B. TROY UNIVERSITY (TO SPECIFIED LOCATION).

QUOTE ON THE ITEM(S) LISTED ON THE ATTACHED PAGE(S). NO EMAILED OR FAXED BIDS WILL BE ACCEPTED. TROY UNIVERSITY DOES NOT PRE-PAY BID ITEMS.

FILL IN THE FOLLOWING INFORMATION AND RETURN WITH BID:

- SIGN AND RETURN THIS FORM WITH YOUR BID
- THE OUTSIDE OF THE ENVELOPE SHOULD STATE BID #, TIME, AND OPENING DATE

TROY UNIVERSITY BID # 23-001 University Police - Parking Decals

Day: Wednesday

Date: October 26, 2022

Time: 2:00 P.M. CST

SUBMIT SEALED BIDS TO: Troy University Purchasing Department,
100 University Park Troy, AL 36082

Attn: Vanessa Maulden
334-670-3946

VENDOR INFORMATION: ALL ITEMS MUST BE LEGIBLE.

COMPANY NAME _____

ADDRESS _____

PHONE _____

SIGNATURE _____ DATE _____

PRINT NAME _____

EMAIL ADDRESS (REQUIRED) _____

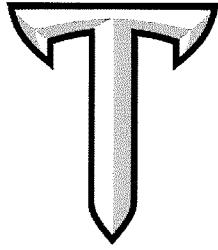
SHORTEST ESTIMATED SHIPPING TIME FOLLOWING INTENT TO AWARD: _____

NOTE THE FOLLOWING ITEMS:

Alabama Law (Section 41-4-116, Code of Alabama 1975) provides that every bid submitted and contract executed shall contain a certification that the vendor, contractor, and all of its affiliates that make sales for delivery into Alabama or leases for use in Alabama are registered, collecting, and remitting Alabama State and local sales, use and/or lease tax on all taxable sales and leases into Alabama. By submitting this bid, the bidder is hereby certifying that they are in full compliance with Act No. 2006-557, they are not barred from bidding or entering into a contract pursuant to 41-4-116, and acknowledges that the awarding authority may declare the contract void if the certification is false.

CANCELLATION FOR LACK OF FUNDING: This contract may be cancelled without any further obligation on the part of TROY University in the event that funds are not appropriated or sufficient funding is unavailable to assure full performance of terms.

A list of terms and requirements follows. All applicable items on check list are required at the time of the bid opening.



Bid# 23-001 University Police - Parking Decals

Troy University is accepting bids for Parking Decals on behalf of the Department of Student Services and the University Police Department. Troy University reserves the right to accept or reject proposals in accordance with the Code of Alabama 1975, Title 41 Chapter 16. Troy University reserves the right to reject any or all quotations and be the sole judge of quality versus cost. This bid may be multi-awarded on a line by line basis or as a whole (all or none), whichever is deemed to be in the best interest of the University. This bid may be cancelled at any time if funding becomes unavailable or for any other reason deemed necessary. Please note, Troy University is tax exempt.

The awarded vendor is required to provide a performance bond for 10% of the contract amount (mandatory requirement). The awarded vendor will receive an authorized University purchase order following the receipt of the performance bond. No goods can be delivered and no work is to begin without an official Troy University purchase order. If a performance bond is not received, the bid will be rejected and awarded to the next lowest responsible bidder. The awarded bidder must be able to deliver within **60 days** of the award of the bid. Bid price must include delivery.

This request includes parking decals for the 2023-24 academic year for all four (4) of our Alabama (Troy, Dothan, Montgomery, & Phenix City) campuses. This bid will be for one (1) year with an option to renew for two (2) additional years, not to exceed three (3) years. Inflationary price increases allowed only with written agreement of the University Police, Student Services and the Purchasing Department at the conclusion of the first year of contract.

ALL BID RETURNS MUST HAVE THE BID NUMBER, TIME AND OPENING DATE CLEARLY MARKED ON THE OUTSIDE OF THE ENVELOPE. ANY BID RETURN NOT CLEARLY MARKED WILL NOT BE CONSIDERED.
NO EMAILED BIDS ARE ACCEPTED

The bid quote provided by your company should be valid for a minimum of 60 days from the date of the submission.

Specifications

Samples of the decals are attached. The quantity for each decal is specified below. Decals should be numbered consecutively beginning as shown below:

2000	Faculty/Staff (Grey)	23 ⁰⁰⁰⁰⁰ - 23 ⁰²⁰⁰⁰
10,000	Student (Red)	23 ⁰⁵⁰⁰⁰ - 23 ¹⁵⁰⁰⁰
500	CGI	CGI ³⁰⁰¹ – CGI ³⁵⁰¹

Please note that the quantity may vary from year to year and the requested font size for the year should be a **BOLD 16-22** size to denote the year 2023, 2024, 2025, for our parking monitors.

Minimum Specifications for Reflective Stickers

Description: Material used is to be a silver/white reflex-reflective material having a smooth flat outer surface as exposed in use and pressure sensitive adhesive on the backside for convenience and durable attachment to flat smooth background surfaces of auto bumpers, glass and other non-porous surfaces.

Material: The reflex-reflective shall consist of spherical lens elements embedded within a flexible transparent plastic having a smooth flat outer surface. The brightness of the reflective material totally wet by rain shall not be less than 90% of its brightness values when dry. Measurements shall be conducted in accordance with standard testing procedures for reflex-reflectors as specified in Federal Specifications L-S-300B with amendments.

Stickers processed of this material shall be moisture resistant, free from ragged edges, cracks and blisters.

Adhesive: The reflective material shall include a pre-coated pressure sensitive adhesive which may be applied without the necessity for additional adhesive, water, other solvents or heat techniques. This pre-coated adhesive must permit applications at temperatures as low as 32°F.

Liner: The protective liner used shall be an easy-release type and shall be removed by peeling without the use of water or other solvents.

Clear Coat: The emblem shall be clear coated after all printing and numbering is completed. This clear coat is to be as recommended by the processor to be compatible with the sheeting, and shall remain clear white providing additional abrasion resistance.

Weathering Qualities: The complete emblem shall be guaranteed not to fade, crack or peel, and shall remain in legible condition for a period of one (1) year. They shall be further guaranteed, if correctly applied, to adhere for one year. Decals will be mounted on the exterior window of vehicles and must hold up under all weather conditions.

Please see the attached sample for the actual decal design and size. The decal **cannot be resized.**

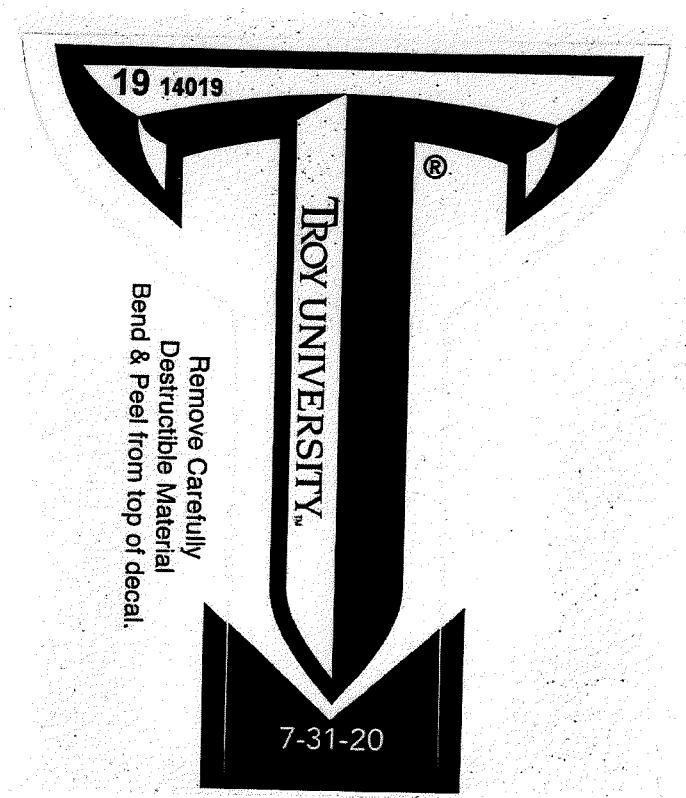
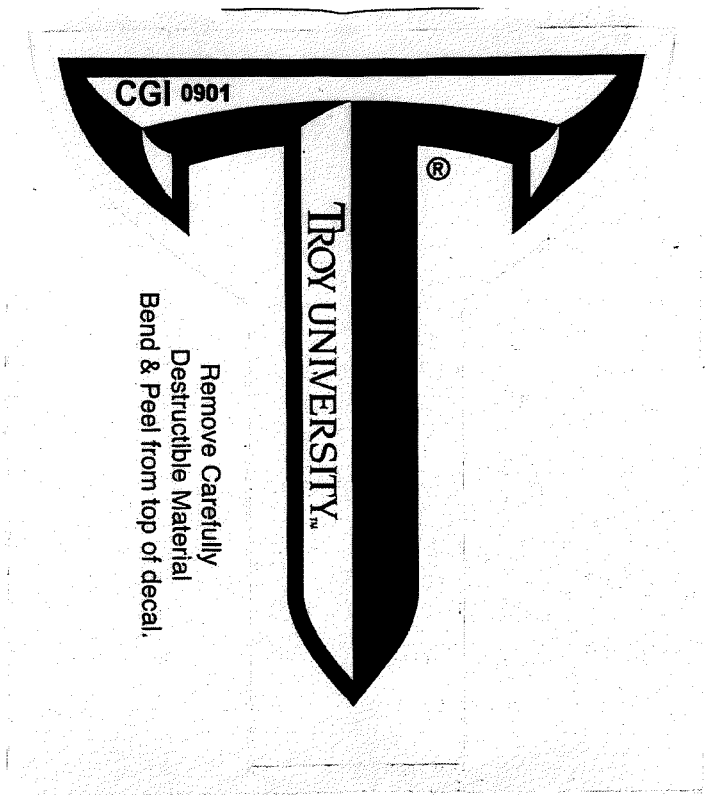
For additional information or questions, please contact:

Herbert Reeves
Dean of Student Services
231 Trojan Center
Troy University
Troy, AL 36082
334/670-3203
hreeves@troy.edu

Bid# 23-001 University Police – Parking Decals
PRICING

<u>Quantity</u>	<u>Sticker Type</u>	<u>Numbers</u>	<u>Price 2023-2024</u>
2,000	Faculty/Staff (Grey)	2300000 - 2302000	
10,000	Commuter (Black)	2305000 - 2315000	
500	CGI	CGI3001 - CGI3501	
	TOTAL PRICE FOR 2023-2024 YEAR	\$ _____	

The awarded bidder must be able to deliver within
60 days of the award of the bid. Bid price must include delivery.



19 00916

TROY UNIVERSITY[™]

Remove Carefully
Destructible Material
Bend & Peel from top of decal.

7-31-20

19 11814

TROY UNIVERSITY[™]

Remove Carefully
Destructible Material
Bend & Peel from top of decal.

7-31-20