

University of West Florida Regulations

UWF/REG-6.0052 Definitions.

- (1) Artistic Services – Services provided by an individual or group of individuals who profess and practice a skill in the area of music, dance, drama, folk art, creative writing, painting, sculpture, photography, graphic arts, web design, craft arts, industrial design, costume design, fashion design, motion pictures, television, radio or tape and sound recording or in any other related field.
- (2) Bid/Proposal Response – The response submitted to an Invitation to Bid, Invitation to Negotiate, or a Request for Proposal by responsive and qualified bidders or respondents.
- (3) Commodity – Any of the various supplies, materials, goods, merchandise, food, equipment, software, or other personal property, including a mobile home, trailer or other portable structure, which are purchased, leased, lease-purchased or otherwise contracted for by the University. “Commodity” also includes interest on deferred-payment contracts entered into by the University for the purchase of other commodities. Printing of publications shall be considered a “commodity” when let upon contract in accordance with Section 283.33, F.S. Software to be used pursuant to license agreements shall be considered a “commodity.”
- (4) Contractor/Vendor – A person or firm who contracts to sell commodities, contractual or construction services to the University.
- (5) Contractual Service – An activity which consists primarily of the performance by an independent contractor of its time and effort rather than the furnishing of specific commodities. “Contractual service” does not include labor or materials or selection of professional services for the construction, renovation, repair or demolition of facilities.
- (6) Independent Contractor – A person or firm who provides a service to the University, but does not have any employment or other relationship or connection with the University, except as provided in Section 112.313, F.S.
- (7) Invitation to Bid – A published solicitation for competitive bids with the title, date, and hour of the public bid opening designated and the commodity, group of commodities or services specified, for which bids are sought.
- (8) Invitation to Negotiate – A formal invitation extended to prospective contractors by the University in order to obtain the best value for the required goods or services.
- (9) Minority Business Enterprise – A business concern as defined in Section 288.703(2), F.S.
- (10) Negotiation – The establishment of a contract through deliberation, discussion and agreement.
- (11) President – The chief executive officer of the University.
- (12) Public Entity Crime – A violation of any state or federal law by a person in the transaction of business with any public entity of any state or with the United States government involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy or material misrepresentation.
- (13) Purchase – An acquisition of commodities or services obtained by any legal manner.
- (14) Purchases for Resale – The purchase of commodities or contractual services acquired for the purpose of selling them for the benefit of the University.
- (15) Qualified Respondent – An individual or firm determined by the University to meet the standards of competence, reputation, financial ability and product or service quality.
- (16) Request for Proposal – A published solicitation for competitive proposals for commodities or contractual services with the title, date, and hour of the public opening designated. The request for proposal may be used when considered in the best interest of the University.
- (17) Responsible Bidder or Respondent – Bidder or Respondent who has the capability in all respects to perform in full the contract requirements.
- (18) Responsive Bidder or Respondent – Person or firm who submitted a bid or proposal that conforms in all aspects to solicitation.
- (19) Term Contract – An indefinite quantity contract for the purchase of commodities or contractual services during a prescribed period of time.

Specific Authority 1001.74(4), 1010.04(2) FS. Law Implemented 1001.74(5) FS. History–New 7-1-03. Formerly 6C6-6.0052. Converted to UWF/REG 6.0052 -7/21/05.