

SOP 403.09 UWF PROCUREMENT AND CONTRACTS BID/QUOTE TABULATION (06/26/2012)



Return this form signed and dated and original documents to Procurement and Contracts Buyer - Bldg. 20E

NOTE: 1) Dept. head initial and date here: [Signature] 8/20/13 if low bid is acceptable.  
2) If low bid is not acceptable, contact Procurement & Contracts for developing justification.

"FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN UWF/REG. 6.0054(5) SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER UWF Regulations". (SEE BACK FOR FURTHER DETAILS)

**Bid No. & Name** 13ITBT-01EE Printing of The Voyager  
**Buyer:** Eric Engelmeyer  
**Requestor & Dept:** Communication Arts  
**Dept. Acct#:**

**Open Date:** August 19, 2013 2:00 PM CT  
**Results to Dept:** 8/19/13  
**Bldg/Rm #:** 36/111  
**Award Date:** 8/20/13

DESCRIPTION	Halifax Media Corp.		Signature Offset		YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
	YES	NO	YES	NO										
Bid Signed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Bidder's Statement of Principle Place of Business	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Minimum of 3 References	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Bid Copies and CD	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Bid Price Sheet	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Florida Vendor	<input checked="" type="checkbox"/>	<input type="checkbox"/>	YES	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Minority CMBE	YES	<input type="checkbox"/>	YES	<input type="checkbox"/>	YES	NO	YES	NO	YES	NO	YES	NO	YES	NO
Base Bid	\$ 684.50		\$ 709.26		\$		\$		\$		\$		\$	
5% Price Adjustment for Florida Vendor	\$ 34.23		\$ 0.00		\$		\$		\$		\$		\$	
Sub Total = Base Bid - 5% Price Adjustment for Florida Vendor	\$ 650.27		\$ 709.26		\$		\$		\$		\$		\$	
GRAND TOTAL	\$ 650.27		\$ 709.26		\$		\$		\$		\$		\$	

BUYER SIGNATURE: [Signature: Eric Engelmeyer]  
WITNESS SIGNATURE: [Signature: Robert C. Park]

COMMENTS OR DISQUALIFICATIONS: Price comparison based on initial 3 years term at 4,000 copies per week. ESE

BID AWARDED

**PRESENT AT BID OPENING: (Name & Company)**


**COMMENTS:**

FAILURE TO FILE A PROTEST WITHIN THE TIME PRESCRIBED IN UWF/REG. 6.0054(5) SHALL CONSTITUTE A WAIVER OF PROCEEDINGS UNDER UNIVERSITY OF WEST FLORIDA REGULATIONS. ALL BIDS/PROPOSALS ACCEPTED BY THE UNIVERSITY ARE SUBJECT TO THE UNIVERSITY'S TERMS AND CONDITIONS AND ANY AND ALL ADDITIONAL TERMS AND CONDITIONS SUBMITTED BY THE RESPONDENTS ARE REJECTED AND SHALL HAVE NO FORCE AND EFFECT. OFFERS FROM THE VENDORS LISTED HEREIN ARE THE ONLY OFFERS RECEIVED TIMELY AS OF THE ABOVE OPENING DATE AND TIME. ALL OTHER OFFERS SUBMITTED IN RESPONSE TO THIS SOLICITATION, IF ANY, ARE HEREBY REJECTED AS LATE.

**NOTICE OF BID/PROPOSALS PROTEST BONDING REQUIREMENT-** ANY PERSON WHO FILES AN ACTION PROTESTING A DECISION OR INTENDED DECISION PERTAINING TO CONTRACTS ADMINISTERED BY THE UNIVERSITY PURSUANT TO UWF/REG. 6.0054(5) SHALL POST WITH THE UNIVERSITY AT THE TIME OF FILING THE FORMAL WRITTEN PROTEST, A BOND PAYABLE TO THE UNIVERSITY IN AN AMOUNT EQUAL TO:

- (A) COMMODITIES OR CONTRACTUAL SERVICES – TEN PERCENT OF THE ESTIMATED VALUE OF THE PROTESTOR'S BID OR PROPOSAL OR TEN THOUSAND DOLLARS (\$20,000), WHICHEVER IS LESS;
- (B) CONSTRUCTION – (1) \$25,000 OR TWO(2) PERCENT OF THE LOWEST ACCEPTED BID, WHICHEVER IS GREATER, FOR PROJECTS VALUED OVER \$500,000; OR (2) FIVE PERCENT OF THE LOWEST ACCEPTED BID FOR ALL OTHER CONTRACTS. THE BOND SHALL BE CONDITIONED UPON THE PAYMENT OF ALL COSTS WHICH MAY BE ADJUDGED AGAINST THE CONTRACTOR FILING THE PROTEST ACTION. IN LIEU OF A BOND, THE UNIVERSITY WILL ACCEPT A CASHIER'S CHECK OR MONEY ORDER IN THE AMOUNT OF THE BOND. **FAILURE TO FILE THE PROPER BOND AT THE TIME OF FILING THE FORMAL PROTEST, WILL RESULT IN A DENIAL OF THE PROTEST.**

**NOTE:** RESPONSES ARE EXEMPT FROM 119.07(1) F.S., PUBLIC RECORDS INSPECTION, UNTIL A NOTICE OF INTENDED DECISION IS POSTED OR UNTIL 30 DAYS FOLLOWING SOLICITATION OPENING, WHICHEVER IS EARLIER, PER 119.071(2).