

> Phone: (256)765-4206 Fax: (256)765-4329

Bid No. 2014-08 For: Flooring – Carpet and Tile Page 1 of 13

INVITATION FOR BIDS:

Sealed Proposals for furnishing materials, equipment or services as described herein will be received at the Purchasing Department, Bibb Graves Hall, Room 21, University of North Alabama, Florence, Alabama, until 2:00 p.m. local time on May 20, 2014.

It is understood that the owner may accept any or all items at the prices listed in this proposal within a noted timeframes on the specification page. Time is of the essence to this bid and if delivery is not made within the time specified, the University reserves the right to cancel any order placed as a result of this bid. This bid may be withdrawn at any time prior to the scheduled time for the opening of bids, or any authorized postponement thereof.

DIRECTIONS FOR MAILING BIDS:

<u>Do not place more than one bid in an envelope.</u> Envelopes containing more than one bid may not be opened in time for a bid to be considered.

Envelopes containing bids must be sealed, marked and addressed as follows:

ADDRESSED TO: (If via any postal service (If hand carry)

University of North Alabama University of North Alabama

Purchasing Department - Bid 2014-08 Purchasing Department - Bid 2014-08

UNA M/S 5025 Bibb Graves Hall, Room 21
One Harrison Plaza One Harrison Plaza

Florence, AL 35632-0001 Florence, AL 35632-0001

BID FOR: Flooring

Bid No. 2014-08

CAUTION – The above mailing address line, UNA Box 5025, is the address for the University of North Alabama Central Mail Room and is not part of the physical address for the University of North Alabama Purchasing Department. Envelopes or packages addressed to this box number may not be received in the Purchasing Department by the specified bid due date and time. It is the bidder's responsibility to ensure that the bid is received in the Purchasing Department by the date and time specified; no assumptions should be made in regard to an extension due to unforeseen circumstances of any kind, no due date or time will change without advance written notice from the Procurement Office.

Bidders are strongly cautioned to mail or ship bids to allow ample time for receipt in the Purchasing Department, not the Central Mail Room nor Central Receiving. Overnight or next day delivery services may not be adequate. Since bids must be received in a sealed envelope, faxed or emailed bid copies cannot be accepted.

Bids received in the Purchasing Department after the specified date and time set forth above will not be considered and will be returned to the bidder

Bids will be opened in Bibb Graves Hall, Room 21 at 2:00 p.m. local time on May 20, 2014

Revised 1/30/08



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INSTRUCTIONS TO BIDDERS

- 1. All bidders are to submit bids on proposal forms furnished by the Assistant Vice President of Business Services, University of North Alabama (forms enclosed). All bid forms are to be signed in all designated spaces by an authorized officer or employee of the bidder. Telephone bids will not be accepted. Bids submitted by "fax" machine will not be accepted. All bids are to be mailed or delivered in a sealed envelope.
- 2. All bidders shall base their proposals on the exact schedule of equipment, material or service specifications herein.
- 3. Pictures, descriptions, and specifications should accompany all bids when required or desirable. Samples may be required and, if so, shall be furnished free of cost to the Owner.
- 4. Reference to manufacturers, suppliers, catalog numbers, etc., is intended to set quality standards and does not preclude bids from others as long as quality standards are met. Offers of equal items shall state the brand and number or level of quality. Alternates will not be considered unless they conform to the specifications.
- 5. All bidders are required to submit unit prices and extended prices, where applicable, for each item bid. Where the unit price and the extended total price do not agree, the unit price shall prevail.
- 6. The Owner reserves the right to accept any or all items on any bidder's proposal at the unit price submitted. The Owner reserves the right to reject any and all bids and to waive informalities.
- All prices submitted on the proposal are to be delivered prices to the University of North Alabama and shall not include any state or local sales tax.
- Bidders should sign & return all pages of the complete bid to imply complete understanding and compliance with all bid requirements.
- All questions should be directed to the Purchasing Office, University of North Alabama, UNA Box 5025, Florence, AL 35632-0001, phone 256/765-4206.
- 10. Should a bidder find discrepancies in, or omissions from the bid documents or should he be in doubt as to their meaning, he should at once notify the Owner who will send written instructions to all bidders.
- 11. Bids received after the bid opening date and time, or any authorized postponement thereof, will not be considered.
- **EQUAL EMPLOYMENT OPPORTUNITY/U.S. FAIR LABOR STANDARDS ACT:** By signing this proposal, bidder certifies that bidder is in compliance with the nondiscrimination clause contained in Section 202, Executive Order 11246, as amended by Executive Order 11375, relative to Equal Employment Opportunity for all persons without regard to race, color, religion, sex, or national origin, and the rules and regulations prescribed by the Secretary of Labor, Veteran's Act 38USC4212, Section 503 Rehabilitation act of 1973 Title I of the Americans with Disabilities Act of 1990 42USC12101, and that any and all goods were produced in compliance with all applicable requirements of Sections 6, 7, and 12 of the Fair Labor Standards Act, as amended, and of regulations and orders of the United States Department of Labor issued under Section 14 thereof.
- 13. Verbal communication before or while Bid is open shall have no force or affect whatsoever toward this bid as written, or the entire agreement. All parties represent that no promises, representations, or inducements have been made with respect to the subject matter of the bid nor a contract, except as specifically set forth herein. The bid or final contract, agreement, or order, can only be changed, altered, modified or amended by written agreement from both parties.



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PROPOSAL FORM

In compliance with the University of North Alabama INVITATION FOR BIDS and INSTRUCTIONS TO BIDDERS, the undersigned hereby proposes to furnish and supply items to the University of North Alabama, Florence, Alabama, in strict accordance with the SCHEDULE and SPECIFICATIONS.

The undersigned bidder/proposer hereby certifies that it, its officers, partners, owners, providers, representatives, employees, and parties in interest, including the affiant, has not in any way colluded, conspired, connived or agreed, directly or indirectly, with any other bidder/proposer, potential bidder/proposer, firm or person, in connection with this solicitation, to submit a collusive or sham bid/proposal, to refrain from bidding/proposing, to manipulate or ascertain the price(s) of other bidders/proposers or potential bidders/proposers, or to secure through any unlawful act an advantage over other bidders/proposers or the university.

The prices submitted herein have been arrived at in an entirely independent and lawful manner by the bidder/proposer without consultation with other bidders/proposers or potential bidders/proposers or foreknowledge of the prices to be submitted in response to this solicitation by other bidders/proposers or potential bidders/proposers on the part of the bidder/proposer, its officers, partners, owners, providers, representatives, employees, or parties in interest, including the affiant.

DATED:	
COMPANY NAME:	
BY:	
(Signature)	
(Typed or Printed Name)	
(Title)	
BUSINESS ADDRESS:	
TELEPHONE:	
Email Address: This address will be used to publish the bid tabulation & any other communication regarding bid	! results

If Bidder is a Corporation, write the State of Incorporation, and if a Partnership, give full name of partners, using space below.



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UNIVERSITY OF NORTH ALABAMA

VENDOR CERTIFICATION
PURSUANT TO ACT NO 2006-557, ACT NO 2012-491 & ACT2014-044

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 DELIVER 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 IN ALABAMA. BY SUBMITTING THIS BID, THE BIDDER IS HEREBY CERTIFYING THEIR 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.

ALABAMA LAW (SECTION 31-13-9, CODE OF ALABAMA 1975: By signing a contract resulting from this proposal, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the state of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

For full compliance the Awarding contractor must provide documentation (copy of first page of MOU showing acceptance into program) establishing that the business entity or employer is enrolled in the E-Verify program. During the performance of the contract, the business entity or employer shall participate in the E-Verify program and shall verify every employee that is required to be verified according to the applicable federal rules and regulations.

ALABAMA LAW SECTION 16-25-26C, CODE OF ALABAMA 1975; Legislation requiring the University of North Alabama to report to Retirement Systems of Alabama individuals paid for personal services who are currently receiving benefits from TRSA or ESA became effective October 1, 2013. No minimum level of compensation was defined. Any individual receiving direct or indirect compensation from this contract who is a retiree receiving benefits from the State of Alabama Retirement System MUST NOTIFY UNA of this status along with Bid/RFP Submission.

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CERTIFICATE OF COMPLIANCE WITH THE BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (ACT 2011-535, as amended by Act 2012-491)

DA'	TE: RE: Contract/Grant/ Incentive	e (describe by number or subject):
		by and between
		(Contractor/Grantee) and
		(State Agency, Department or Public Entity)
The	undersigned hereby certifies to the State of Alabama as follows:	
	Certificate as the official and binding act of that entity, and has known	named above, and is authorized to provide representations set out in this wledge of the provisions of THE BEASON-HAMMON ALABAMA 5 of the Alabama Legislature, as amended by Act 2012-491) which is
2. 1	Using the following definitions from Section 3 of the Act, select and structure. BUSINESS ENTITY. Any person or group of persons em	I initial either (a) or (b), below, to describe the Contractor/Grantee's business aploying one or more persons performing or engaging in any activity, r livelihood, whether for profit or not for profit. "Business entity" shall
	a) Self-employed individuals, business entities filing articles of companies, foreign corporations, foreign limited partnership state, business trusts, and any business entity that registers w	
	issued by the state, any business entity that is exempt by law	t, certificate, approval, registration, charter, or similar form of authorization from obtaining such a business license, and any business entity that is
conti withi	rol or custody of any employment, place of employment, or of any e in the State of Alabama, including a public employer.	ssociation, agent, manager, representative, foreman, or other person having mployee, including any person or entity employing any person for hire another person to perform casual domestic labor within the household.
	(a) The Contractor/Grantee is a business entity or employer as those	e terms are defined in Section 3 of the Act.
	(b) The Contractor/Grantee is not a business entity or employer as the	hose terms are defined in Section 3 of the Act.
4. (As of the date of this Certificate, Contractor/Grantee does not know hereafter it will not knowingly employ, hire for employment, or con Contractor/Grantee is enrolled in E-Verify unless it is not eligible to control.	
Certi	ified this day of20	Name of Contractor/Grantee/Recipient
		Ву:
		Its:
The a	above Certification was signed in my presence by the person whose	name appears above, on this day of20
WIT	TNESS: Printe	d name of Witness:

____ initial



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State of Alabama **Disclosure Statement** (Required by Act 2001-955) ENTITY COMPLETING FORM Agreement Number **ADDRESS** CITY, STATE, ZIP TELEPHONE NUMBER STATE AGENCY/DEPARTMENT THAT WILL RECEIVE GOODS, SERVICES, OR IS RESPONSIBLE FOR GRANT AWARD **ADDRESS** CITY, STATE, ZIP TELEPHONE NUMBER This form is provided with: Contract Proposal Request for Proposal Invitation to Bid **Grant Proposal** Have you or any of your partners, divisions, or any related business units previously performed work or provided goods to any State Agency/Department in the current or last fiscal year? Yes \square No If yes, identify below the State Agency/Department that received the goods or services, the type(s) of good or services previously provided, and the amount received for the provision of such goods or services. Have you or any of your partners, divisions, or any related business units previously applied and received any grants from any State Agency/Department in the current or last fiscal year? Yes If yes, identify the State Agency/Department that awarded the grant, the date such grant was awarded, and the amount of the grant. 1. List below the name(s) and address(es) of all public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the State Department/Agency for which the public officials/public employees work. (Attach additional sheets if necessary.)

2. List below the name(s) and address(es) of all family members of public officials/public employees with whom you, members of your immediate family, or any of your employees have a family relationship and who may directly personally benefit financially from the proposed transaction. Identify the public officials/public employees and State Department/Agency for which the public

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officials/pu	ublic employee	s work. (Attach addition	nal sheets if necessary.)	
If you idea	ntified individ	ıals in it	ems one and/o	or two above, describe in deta	ail below the direct financial benefit to be gained by
the public	officials, publ	ic emplo	yees, and/or t		esult of the contract, proposal, request for proposal,
members		fficial or	public emplo	yee as the result of the contra	public official, public employee, and/or family act, proposal, request for proposal, invitation to bid,
	the name(s) ar			d consultants and/or lobbyists t	utilized to obtain the contract, proposal, request for
best of my	knowledge. I	further u	nderstand that		on or attached to this form are true and correct to the 10%) of the amount of the transaction, not to exceed tion.
Signature	e			Date	
Notary's	Signature			Date	Date Notary Expires

Act 2001-995 requires the disclosure statement to be completed and filed with all proposals, bids, contracts, or grant proposals to the State of Alabama in excess of \$5,000.



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This form must be completed and returned before any contract(s) will be issued by the University of North Alabama

REQUIREMENTS/ SPECIFICATIONS

Bidder to furnish and install carpet for the University of North Alabama as directed herein during the period June 1, 2014– May 31, 2015. Bidder may be awarded subsequent years if pricing can be held firm, up to a maximum of five (5) years.

For each carpet installation, bidder will calculate his own measurements and submit to the Purchasing Department through the Physical Plant on company letterhead the total number of square yards required for the job. Bidder to provide all labor, materials, etc. to complete each job required during contract term.

Quantities must be available in 50 square yard minimum.

The following specifications are intended to set quality standards and are not intended to be restrictive. The University may accept bids for products from manufacturers not specifically identified as long as quality standards are met. The University may allow minor deviations in the following detailed specifications if the University determines such to be in its best interest. The determination of equal and acceptable products will be at the sole discretion of the University:

QUOTE

ITEM 1

The carpet to be graphic loop commercial Queen Media manufactured by Shaw Carpets, or approved equal. Manufacturing Specifications - The carpet must meet or exceed the following minimum specifications:

Style Name: Shaw Queen Media Primary Backing: Polypropylene Style Number: J0062 Secondary Backing: StaLok Pattern

Construction: Graphic Loop Width: 12'

Pile Yarn Type:100% eco*solution Q SDNTotal Weight:66 oz./sq.yd.Dye Method:Solution DyedDensity:7,145 oz./cu.yd.Gauge:1/10Weight Density:185,770 oz./cu.yd.Stitches per inch:10ASTM E-648 Radiant Panel:Class 1

Finish Pile Thickness: .131 NBS Smoke Chamber Test: Less than 450

Pile Weight: 26 oz. (flaming)

Static Propensity: 3.5K.V. or less

Performance Warranty: Lifetime limited Commercial Warranty/ Lifetime Commercial Stain Warranty

Lifetime Commercial Warranty on the following:

Pattern Matching Delamination

Abrasive Wear Edge Ravel and Zippering

High Tuft Binding

Item 1: Bid Price per Square Yard Installed \$_____

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I have read and	understand the conte	ents of this page



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ITEM 2 Upcharge for StaLock Laminate backing for Item 1.

Item 2 Bid Price per Square Yard Installed \$_____

ITEM 3

The carpet is to be a residential type for use in UNA campus housing complex. To be the Energize Series as manufactured by Shaw Carpets or approved equal.

Style: Q3884 Energize Width: 12'

Construction: Cut Pile Pattern Repeat: N/A

Fiber:Continuous Filament Recyclable NylonFHA/HUD Certified:Mea #81030 Type I Class IWeight:25 oz. / sq. yd.Stain Protection:3M Scotchguard Stain ReleasePrimary Backing:Classic backWarranty:5 year Quality Assurance

Item 3 Bid Price per Square Yard Installed \$_____

ITEM 4 Carpet tiles, Wired Tile series, as manufactured by Philadelphia Commercial, or approved equal.

Product Construction: Textured Loop Dye Method: 100% Solution Dye

Standard Colorline: 6 Primary Backing: synthetic Yarn System: eco solution G premium branded SDN Secondary Backing: eco worx

Product Specifications

Machine Gauge: 1/10 in Stitches: 8/i

Pile Height: 0.190 in Pile Density: 5362 oz/cu.yd. Pile Thickness: 0.094 in Total Weight: 91 oz/yd Total Thickness 0.246 in Size: 24 in x 24 in.

Performance Specifications

Radiant Panel: (ASTM E-648) Class 1 Static: (AATCC – 134) < 3.5 KV

Smoke Density: (ASTM E-662) < 450 Warranty: Lifetime Performance / Lifetime stain

Installation Tile: Directional

Item 4 Bid Price per Square Yard Installed \$_____

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ITEM 5

Carpet tiles, Chatterbox Tile series, as manufactured by Philadelphia Commercial, or approved equal.

<u>Product Construction</u>: Graphic Loop <u>Dye Method</u>: 100% Solution Dye

<u>Standard Colorline</u>: 10 <u>Primary Backing</u>: synthetic <u>Yarn System</u>: Solution q SDN <u>Secondary Backing</u>: eco worx

Product Specifications:

Machine Gauge: 1/10 in Pile Thickness: 0.082 in Pile Height: 0.160 in Stitches: 8/in

Pile Density: 7902 oz/cu.yd. Total Weight: 95 oz/yd

Size: 24 in x 24 in.

Performance Specifications:

Radiant Panel: (ASTM E-648) Class 1 Smoke Density: (ASTM E-662) <450

Static: (AATCC - 134) < 5.0 KV

Warranty: Lifetime Performance / Lifetime stain Installation: Tile Directional

Item 5 Bid Price per Square Yard Installed \$_____

ITEM 6 Carpet tiles, Shimmer series, as manufactured by Shaw Contract Group, or approved equal.

Product Construction: Pattern Loop Dye Method: 90% Solution Dyed/10% Yarn Dyed

<u>Standard Colorline</u>: 12 <u>Primary Backing</u>: synthetic <u>Yarn System</u>: Eco Solution Q Nylon <u>Secondary Backing</u>: Ultraloc

Product Specifications:

Tufted Weight: 28.0 oz Stitches: 12/in

Machine Gauge: 1/10 in Pile Density: 7252 oz/cu.yd.

Pile Thickness: 0.139 in Size(width): 12 foot

Total Thickness: 0.324 in

Performance Specifications:

Radiant Panel: (ASTM E-648) Class 1 Smoke Density: (ASTM E-662) <450

Static: (AATCC – 134) < 3.5 KV Warranty: Lifetime

Installation: Direct Glue

Item 6 Bid Price per Square Yard Installed \$_____

____ initial I have read and understand the contents of this page



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			Flooring – Carpet and Tile		Page 11 of 13
	Vinyl Comp		Tile, Standard VCT by Azrock		
Classificati Total Thicl Static Loac Tile Size:		TM F97	12" X 12"	Tile Weight: 1.4 lt Flammability (AST) Smoke Density (AS' Slip Resistance: AD Warranty: 5 year Li	<u>M E648):</u> Class 1>0.45 CRF <u>TM E662)</u> : <450 A Compliant
			Item 7 Bid Pr	rice per Square Foot	Installed \$
ITEM 8	Vinyl Comp	osition	Tile, Safety Zone by Armstron	ng, or approved equal	
<u>Classificati</u> Total Thicl	kness: d Limit (AS'		Class 2 through pattern 1/8" 0): 125 psi 12" X 12" 1.36 lb./ sq. ft.	Flammability (AST) Smoke Density (AST) Slip Resistance: Available Colors: Warranty:	<u>ГМ E662)</u> : <450 ADA Compliant
			Item 8 Bid Pr	ice per Square Foot	Installed \$
ITEM 9	Cost per squ	uare yar	d for take-up and disposal of o Item 9 Bid Pr	old existing carpet.	to Remove: \$
<u>ITEM 10</u>	Additional	cost per	square yard of carpet for quar		quare yards. ess than 50 Yds.: \$
ITEM 11	Cost per lin	neal foo	t for 4 inch rubber cove base as	s manufactured by Fle	exco or approved equal.
			Item 11 Bid Price	e per Lineal Foot for	· 4" Base: \$
ITEM 12	Cost per li	neal foc	t for 6 inch rubber cove base a	as manufactured by Fl	exco or approved equal.
			Item 12 Bid Price	e per Lineal Foot for	· 6" Base: \$
					* *4.* *

I have read and understand the contents of this page



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ITEM 13

The carpet to be pattern loop commercial, Sweet series, as manufactured by Patcraft, or approved equal.

Product Construction:Pattern LoopDye Method:100% Solution DyedStandard Colorline:17Primary Backing:syntheticYarn System:Eco Solution Q NylonSecondary Backing:Ultraloc

Product Specifications:

Tufted Weight: 28.0 oz Stitches: 13/in Total Thickness: 0.324 in

Machine Gauge: 1/10 in Pile Density: 7200 oz/cu.yd.

Pile Thickness: 0.140 in Size(width): 12 foot

Performance Specifications:

Radiant Panel: (ASTM E-648) Class 1 Smoke Density: (ASTM E-662) <450

Static: (AATCC – 134) < 3.5 KV Warranty: Lifetime

Installation: Direct Glue

Item 13 Bid Price per Square Yard Installed \$

GENERAL:

- 1. Installer to use wet set glue as recommended by carpet manufacturer or equal which is environmentally safe.
- 2. Carpet must be capable of being bonnet buffed.
- 3. Carpet must be waterproof, non-staining, non-fading and withstand hot water extraction (160 degrees F).
- 4. All freight charges should be included in bid price; no additional freight charges will be approved.

Performance Features

Performance tests should be done by outside independent testing laboratories and results available for inspection on request. Test criteria include but not limited to areas such as the following:

- A. Flammability
- B. Static generation
- C. Light fastness
- D. Compression resistance
- E. Abrasion resistance
- F. Delamination
- G. Tuft bind
- H. Appearance retention

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Installation

- A. Existing or previously treated substrate, particularly on V.A. title, wood or terrazzo with respect to wax, soap or other residual build up must be removed prior to installation.
- B. Carpet shall be installed in strict accord with manufacturer's procedures.
- C. Adhesive shall be a highly water resistant latex based product, approved by the carpet/tile manufacturer for use. Where primer/sealers are used, their compatibility with adhesive must be verified.
- D. Seaming All selvages are to be trimmed to insure good side seams. All seams are to receive a coating of latex edge sealer applied to base and side of pile yarn thus securing breadth-to-breadth and end to end.
- E. Contact adhesive shall be applied in six inch bands at all cross (butt) seams.
- F. Where carpet meets dissimilar floor surface, proper metal binder bars shall be used.
- G. Carpet shall be installed wall-to-wall, using continuous lengths in as broad a width as possible. Cut edges shall be trued and appropriately treated to form non-revealing joints. No cross-joints will be allowed in any area.
- H. All usable pieces of carpet not necessary to complete the work are to be left on the job site and placed in an orderly manner in such area as designated by the owner.

Each bidder is to certify that the carpet being bid meets or exceeds the provisions of regulations of the State of Alabama Fire Marshall dated August 31, 1971 and May 1, 1972, under the authority of Title 55, Section 38 and/or 39, Code of Alabama 1940, as amended.

If bidding other than the manufacturers and styles specified, complete manufacturers specifications with samples are required to be submitted with the bid.

All Bid Prices must include delivery terms: F.O.B. UNIVERSITY OF NORTH ALABAMA, FLORENCE, AL 35632-0001 (no additional freight or delivery expenses will be approved)

For any questions regarding use or needed performance of this equipment
Contact Lee Handley (256)765-6871; email wlhandley@una.edu
For questions regarding bid submission
Contact the Office of Procurement, Cindy Conlon (256)765-4293; email chconlon@una.edu

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I have read and	understand the	e contents	of this	page