

INVITATION FOR BIDS (IFB) No. 20001

NORA Office Furniture Systems

**Form of BID
(IFB Attachment A)**

1. **Instructions.** Unless otherwise specifically required, the items listed below must be completed and included in the bid submittal. Please complete this form by marking an "X," where provided, to verify that the referenced completed form or information has been included within the "hard copy" bid submittal submitted by the bidder. Also, complete the following Statement's herein:

Table 1

"X" = Item Included	Tab No.	Bid Submittal Item (one original signature copy of each document)
	1	Form of Bid (Attachment A)
	2	form HUD-5369-C (Attachment B)
	3	Bid Bond (if bid exceeds \$40,000)
	4	Bid Amount Forms (Attachments A-2 and A-3)
	11	Section 3 Business Preference Documentation -(Attachment D, Optional)

2. **SECTION 3 STATEMENT.** Are you claiming a Section 3 business preference? Yes No If "YES," pursuant to the Section 3 portion within the Conditions and Specifications, and pursuant to the documentation justifying such submitted under Tab No. 9, which priority are you claiming? _____.
3. **Debarred Statement.** Has this firm, or any principal(s) ever been debarred from providing any services by the Federal Government, any state government, the State of Washington, or any local government agency within or without the State of Washington? Yes No If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status.
4. **Disclosure Statement.** Does this firm or any principals thereof have any current, past personal or professional relationship with any Commissioner or Officer of the Agency? Yes No . If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status.
5. **Felony Disclosure.** Has any principal(s) or any person(s) proposed to perform the work ever been convicted of a felony? Yes No . If "Yes," please attach a full detailed explanation, including dates, circumstances, and current status. PLEASE NOTE: The Agency reserves the right to not make award to any bidder that has staff who has been convicted of a felony if the Agency feels that doing such is in its best interests.
6. **Non-Collusive Affidavit.** The undersigned party submitting this bid hereby certifies that such bid is genuine and not collusive and that said bidder entity has not colluded, conspired, connived or agreed, directly or indirectly, with any bidder or person, to put in a sham bid or to refrain from bidding, and has not in any

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manner, directly or indirectly sought by agreement or collusion, or communication or conference, with any person, to fix the bid price of affiant or of any other bidder, to fix overhead, profit or cost element of said bid price, or that of any other bidder or to secure any advantage against the Agency or any person interested in the proposed contract; and that all statements in said bid are true.

7. **Subcontractors.** The Undersigned declares that the following is a list of subcontractors that he/she proposes to employ for the listed phases of work; and that no other subcontractors will be employed without the prior consent of the Owner. Indicate which, if any, of the subcontractors are MBE/WBE.

Trade	Subcontractor Name	MBE/WBE (Yes or No)

8. **List of Materials and Equipment.**

- a. No material or equipment will be considered which is not in every respect equal to that specified or indicated in the Contract Documents.
- b. The specifications are the basis of design and quality of finished product. Equal alternatives are accepted.

9. **Bidder's Affirmation.** In submitting this bid, it is understood that the right is reserved by the Agency to reject any and all bids. If written notice of the acceptance of this bid is mailed, telegraphed, or delivered to the undersigned within ninety (90) days after the opening thereof, the undersigned agrees to execute and deliver a contract in the prescribed form and furnish the required bond within ten (10) days after the contract is presented to him for signature.

10. **Equal Opportunity Clause.** The bidder represents that he/she has (), has not (), participated in a previous contract or subcontract subject to either the Equal Opportunity Clause herein or the clause originally contained in Section 301, of Executive Orders 10925, 11114, 11246, or the Secretary of Labor; that he/she has (), has not (), filed all required compliance reports; and that representatives indicating submission of

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the required compliance reports, signed by proposed subcontractors, will be obtained prior to subcontract awards.

11. **Certification of Non-Segregation Facilities.** By signing this Bid Form, the bidder certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. He/she certifies further that he/she will not maintain or provide establishments, and that he/she will not permit his/her employees to perform their services at any location under his/her control, where segregated facilities are maintained. The bidder agrees that a breach of this certification is a violation of the Equal Employment Opportunity clause of this contract. As used in the certification, the term "segregated facilities" means any waiting room, work areas, restrooms, and wash rooms, restaurants and other eating areas, time clocks, locker rooms, and other storage or dressing areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees which are segregated by explicit direction of in fact, segregated on the basis of color, race, religion, or national origin, because of habit, local custom, or otherwise. He/she further agrees that (except where he/she has obtained identical certifications from proposed subcontractors for specific time periods) he/she will obtain identical certifications from proposed subcontractors prior to the award of subcontracts exceeding \$10,000 which are not exempt from provisions of the Equal Opportunity Clause; that he/she will retain such certifications in his/her files; and that he/she will forward a notice to his/her proposed subcontractors as provided in the Instructions to Bidders.
12. **Bidder's Statement.** The undersigned bidder hereby states that by completing and submitting this Form and all other documents within this bid submittal, he/she is verifying that all information provided herein is, to the best of his/her knowledge, true and accurate, and that if the Agency discovers that any information entered herein to be false, such shall entitle the Agency to not consider or make award or to cancel any award with the undersigned party. Further, by completing and submitting the bid submittal, the undersigned bidder is thereby agreeing to abide by all terms and conditions pertaining to this IFB as issued by the Agency in hard copy including an agreement to execute the attached Sample Contract form. Pursuant to all IFB Documents, this Form of Bid, and all attachments, and pursuant to all completed Documents submitted, including these forms and all attachments, the undersigned proposes to supply the Agency with the services described herein for the fee(s) entered within the areas of this attachment pertaining to this IFB.

Signature

Date

Printed Name

Company