



INVITATION TO BID

ATTENTION: This is not an order. Read all instructions, terms and conditions carefully.

INVITATION NO.: KCT-01077	RETURN ORIGINAL COPY OF BID TO:
Issue Date: October 3, 2017	KCTCS
Method of Award: Best Value	PROCUREMENT TO PAYMENT DEPT
Procurement to Payment Officer: Tonya Peters	BID #KCT-01077
Email: Tonya.peters@kctcs.edu	300 NORTH MAIN STREET
	VERSAILLES, KY 40383

Bids are invited on the following: WELDING SYSTEMS

IMPORTANT: SEALED BIDS MUST BE RECEIVED BY OCTOBER 17, 2017 by 4:00 PM Eastern Daylight Time

1. Sealed Bids for furnishing the following will be received by the Procurement to Payment Department, KCTCS, Versailles, Kentucky, until the date and time stated above or in Addenda. *Bid documents must be submitted in a sealed envelope identified with the Invitation to Bid number and the opening/return date on the face of the envelope* ***FACSIMILE BIDS WILL NOT BE ACCEPTED.***
2. Please quote your single best net price on each item, unless a discount from list price is requested, delivered to the address specified, all transportation charges prepaid. Price shall include delivery to the department address shown on this Invitation. Submission of two (2) bids may result in disqualification of both bids.
3. Bids must be firm. Those containing escalator clauses cannot be accepted, unless provided for in Special Conditions. To receive consideration, bids must be made on this form and signed in full. Prices must be based on stated units and extended. Delivery guarantee must be shown. Bids will be rejected unless filled out in ink or on typewriter and signed in ink.
4. The KCTCS Sales Tax Exemption Number is A-20633. Certificate will be provided upon request. Do Not Quote Sales Tax. (...continued on following page....)

SIGNATURE REQUIRED: This bid cannot be considered valid unless signed and dated by an authorized agent of the bidder. Type or print the information requested in the spaces provided.
ALL BIDS ARE TO BE "TRANSPORTATION CHARGES PREPAID, F.O.B. DESTINATION"

THIS AREA MUST BE COMPLETED

DELIVERY TIME:	NAME OF COMPANY	PHONE:
BID FIRM THROUGH:	NO. & STREET	FAX:
PAYMENT TERMS: Net 30 days Must Accept PO	CITY, STATE & ZIP CODE	
F.O.B. DESTINATION ALL DELIVERY CHARGES TO BE INCLUDED IN PRICES SHOWN	SIGNATURE	DATE:
Email		
FEDERAL ID NUMBER (EIN):	TYPED OR PRINTED NAME	

In submitting this bid, it is expressly agreed that, upon proper acceptance by Kentucky Community and Technical College System of any or all items bid, a contract shall thereby be created with respect to the items accepted.

BIDS MAY ALSO BE VIEWED AT OUR WEBSITE: http://systemoffice.kctcs.edu/Vendor_Information.
All bids and contracts are subject to General Terms and Conditions of KCTCS. You may download/print a copy of these from our website or you may request a copy be mailed to you by contacting the Procurement to Payment Department at 859-256-3336.

AUTHENTICATION OF BID AND STATEMENT OF NON-COLLUSION AND NON-CONFLICT OF INTEREST

I hereby swear (or affirm) under the penalty for false swearing as provided by KRS 523.040:

1. That I am the bidder (if the bidder is an individual), a partner, (if the bidder is a partnership), or an officer or employee of the bidding corporation having authority to sign on its behalf (if the bidder is a corporation);
2. That the attached bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding or planned common course of action with, any other vendor of materials, supplies, equipment or services described in the Invitation to Bid, designed to limit independent bidding or competition;
3. That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids and will not be communicated to any such person prior to the official opening of the bid or bids;
4. That the bidder is legally entitled to enter into contracts with KCTCS and is not in violation of any prohibited conflict of interest, including those prohibited by the provisions of KRS 164.390, 61.096, and 42.990, and;
5. That I have fully informed myself regarding the accuracy of the statement made above.

NOTICE

1. Any agreement or collusion among bidders or prospective bidders which restrains, tends to restrain, or is reasonably calculated to restrain competition by agreement to bid at a fixed price or to refrain from bidding, or otherwise, is prohibited.
2. Any person who violates any provisions of KRS 45A.325 shall be guilty of a felony and shall be punished by a fine of not less than five thousand dollars nor more than ten thousand dollars, or be imprisoned not less than one year nor more than five years, or both such fine and imprisonment. Any firm, corporation, or association which violates any of the provisions of KRS 45A.325 shall, upon conviction, be fined not less than ten thousand dollars nor more than twenty thousand dollars.

SWORN STATEMENT OF COMPLIANCE WITH CAMPAIGN FINANCE LAWS

In accordance with KRS 45A.110(2), the undersigned hereby swears under penalty of perjury that he/she has not knowingly violated any provision of the campaign finance laws of the Commonwealth of Kentucky and that the award of a contract to a bidder will not violate any provision of the campaign finance laws of the Commonwealth of Kentucky.

CERTIFICATION OF NON-SEGREGATED FACILITIES

The contractor, by submitting a bid on this Invitation, certifies that he/she is in compliance with the Code of Federal Regulations, No. 41 CFR 60-1.8(b), that prohibits maintaining segregated facilities.

INSTRUCTIONS TO BIDDERS:

Bidder's response on the following items must include full identification of the item(s) proposed, and be accompanied by descriptive literature, etc., to enable the purchaser to evaluate qualifications of the item(s) proposed as equal to those specified. **ALL ALTERNATE QUOTATIONS MUST BE ACCOMPANIED BY COMPLETE LITERATURE AND SPECIFICATIONS TO EVALUATE ALTERNATE QUOTE AS EQUAL TO THAT SPECIFIED. FAILURE TO PROVIDE SUFFICIENT INFORMATION WILL BE CAUSE FOR REJECTION OF THE BID.**

When a Bidder proposes to furnish the exact item specified, he shall cite, beside the item, or use the Mfg. & Model No. Proposed blank that follows the line item as follows:

1. If bidding the manufacturer and model number specified in this Invitation, write in "AS SPECIFIED".
2. If bidding an alternate model, identify by manufacturer's number and model.
3. If bidding a private label model, identify as private label and show stock number.

ALL BIDS ARE TO BE "TRANSPORTATION CHARGES PREPAID, F.O.B. DESTINATION"

METHOD OF AWARD

Unless otherwise specified, it is the intent of KCTCS to award this Invitation to Bid on a Best Value basis. In the event no satisfactory bids are received, we reserve the right to award on a group award basis. Separate purchase orders may not be issued unless there is a savings of at least \$100.00 to KCTCS.

I. Scope

You are invited to bid on the following **WELDING SYSTEMS** for the Kentucky Community and Technical College System (KCTCS), Bluegrass Community and Technical College, 164 Opportunity Way, Lexington KY 40511.

II. Equipment

Attached is the list of items required. All equipment proposed and delivered by the successful vendor must be "New and Current Model(s)". *No used equipment or demonstrator models will be acceptable, unless specified in the form of proposal.* All serial number tags, FCC approval numbers, model numbers, etc. must be affixed on each piece of equipment at the time of delivery. Equipment will be inspected and rejected if these numbers are not affixed or have been altered.

III. Equipment Listing Requirements

All equipment and assemblies of equipment offered in response to this Invitation to Bid shall be in full compliance with all current applicable standards established by Federal, State, and Local governments, including, but not limited to OSHA, NFPA 70, NFPA 79, the Kentucky Building Code and all applicable references noted therein.

The equipment must also be listed and labeled by a nationally recognized testing laboratory (NRTL) or certified by field evaluation and labeled by a third party nationally recognized testing laboratory (NRTL) acceptable to the authority having jurisdiction in Kentucky to certify compliance with applicable codes and safety requirements. If a listing does not exist or third party certification cannot be provided for said equipment, the services of a Professional Engineer licensed in the Commonwealth of Kentucky may also be procured by the bidder to certify that the equipment has been constructed in accordance with NFPA 79 and UL 508A standards and their references. **All costs associated with required listings or certifications shall be included in the bid price.** Each piece of equipment or assembly of equipment offered in response to this bid shall either be listed and labeled or certified and labeled prior to shipment by the successful bidder.

Refer to bid documents for additional information:

- 1) **PAGE 10- Memo to Bidders**
- 2) **PAGE 11 - Field of Evaluators**

IV. Alternates

Alternate equipment proposed by a bidder as equivalent must substantially meet or exceed the manufacturer's specifications for each product listed in this Invitation to Bid. Vendors bidding alternate equipment must submit complete literature and specifications with their bid in order for an evaluation by KCTCS to be made. Failure to submit complete literature may be cause for rejection of bid.

V. Delivery

All items are to be shipped F.O.B. Destination, all freight charges included in the price. The successful vendor will be responsible for all equipment while in transit. Any freight claims will be the responsibility of the vendor. The College will reject any damaged shipments and immediate notification will be given to the vendor.

VI. METHOD OF AWARD

Best Value– Ranking Approach

KCTCS intends to award a Contract to the Bidder, whose offer, conforming to the Solicitation, is the most advantageous on the basis of "best value" for all products, services, and requirements contained herein.

An evaluation committee, or a designated individual, will evaluate the information provided by the Vendor in response to the established measurable criteria contained in the Solicitation.

Measurable Criteria:

Price 90

Delivery 10 Points (DUE TO SOURCE OF FUNDS, Must Deliver NO LATER THAN NOVEMBER 30, 2017)

TOTAL POINTS 100 Points

Each Vendor is responsible for submitting all relevant, factual and correct information with their offer to enable the evaluator(s) to afford each Vendor the maximum score based on the available data submitted by the Vendor. VENDOR SHALL ENTER UNIT PRICE AND TOTAL PRICE ON THE BID SHEET. If adequate space is not available, the Vendor must attach additional information that clearly cross-references the appropriate location in the solicitation (i.e. page number, paragraph, subject, etc.).

Price (90 points)

The bidder with the lowest Price receives the maximum score. The bidder with the next lowest Price receives points by dividing the lowest Price by the next lowest price and multiplying that percentage by the available points.

For example, 90 points is allocated to the lowest Price criteria for this procurement, Bidder "A" bids \$3.00 as the lowest bidder and receives the maximum 90 points ($\$3.00 / \$3.00 = 1.00 \times 90 = 90$). Assume Bidder "B" is the next lowest bidder at \$4.00, then "B" receives 67.50 points ($\$3.00 / \$4.00 = .75 \times 90 = 67.50$).

Delivery (10 points)

The vendor that can Deliver NO LATER THAN NOVEMBER 30, 2017, will receive 10 Points

Best Value scoring is subject to Reciprocal Preference for Kentucky resident bidders.

VII. KENTUCKY RECIPROCAL PREFERENCE LAWS

In accordance with KRS 45A.490 to 45A.494, Kentucky Resident Bidder Status, a resident Offeror of the Commonwealth of Kentucky shall be given a preference against a nonresident Offeror. In evaluating proposals, KCTCS will apply a reciprocal preference against an Offeror submitting a proposal from a state that grants residency preference equal to the preference given by the state of the nonresident Offeror. Residency and nonresidency shall be defined in accordance with KRS 45A.494(2) and 45A.494(3), respectively. Any Offeror claiming Kentucky residency status must submit with its bid/proposal a notarized affidavit (Resident Bidder Claim Form,) with supporting documentation affirming that it meets the criteria as set for in the above referenced statute. Further, in accordance with KRS 45A.465 and 45A.470, any bidder wishing to claim qualified bidder status must complete and include an Affidavit for Qualified Bidder Status with their response. In evaluating responses, KCTCS will apply preference in accordance with KRS 45A.470. An Affidavit for Qualified Bidder Status forms is available from KCTCS Procurement to Payment, upon request.

VIII. Bid Submittal

Bids must be received no later than the date and time show on the front page of this Invitation to Bid. All bids must be received in a sealed envelope/package clearly identified with the Invitation to Bid Number in the lower left corner. **Bidders shall not submit their standard terms and conditions with bid submission.**

IX. Multiple Bids

Unless otherwise specified, only one price, brand and/or model may be proposed for each item on this Invitation to Bid. Bidders must determine their single best offering based on the manufacturers specified. Bids not conforming to this requirement may be rejected.

X. Kentucky Sales and Use Taxes

Sales of tangible personal property or services to the State of Kentucky and its constitutional agencies are not subject to state sales or use taxes.

XI. Compliance with Federal Requirements

Where this procurement involves the expenditure of federal assistance or contract grant funds, the awarded contractor shall comply with such federal law and authorized regulations which are mandatory applicable and which are not presently set forth elsewhere in this solicitation. Office of Management and Budget Circular A-102, Appendix "O" requires but is not limited to, compliance with the following provisions;

(1) All contracts awarded in excess of \$10,000 by grantees and their contractors or sub grantees require compliance with Executive Order 11246, entitled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41 CFR Part 60).

(2) All negotiated contracts (except those awarded by small purchase procedures) awarded by grantees provide that the grantee, the Federal grantor agency, the Comptroller General of the United States, or any of their duly authorized representatives, shall have access to any books, documents, papers and records of the contractor which are directly pertinent to this specific contract, for the purpose of making audit, examination excerpts and transcriptions. Contractors are to maintain all required records for three years after grantees make final payments and all other pending matters are closed.

(3) Contracts, subcontracts and subgrants of amounts in excess of \$100,000 requires compliance with all applicable standards, orders, or requirements issued under Section 306 of the Clean Air Act (42 U.S.C. 1857 (h), Section 508 of the Clean Water Act 33 U.S.C. 1368), Executive Order 11738 and Environmental Protection Agency regulations (40 CFR Part 15), which prohibit the use under non-exempt Federal contracts, grants or loans of facilities included on the EPA List of Violating Facilities. This provision requires reporting of violations to the grantor agency and to the U.S.E.P.A. Assistant

XII. INSURANCE

Prior to the beginning of the contract, the contractor will furnish to the Purchasing Department Certificates of Insurance that show it has and will maintain all insurance protection (including products liability insurance) at the contractor's expense.

Minimum liability coverage must be:

Public Liability -Comprehensive General Owners, Landlords and Tenants

Bodily Injury Liability

Each Person \$1,000,000

Each Occurrence \$1,000,000

Property Damage Liability \$1,000,000

Products Liability

Each Person \$1,000,000

Each Occurrence \$1,000,000

Automobile Liability

Bodily Injury

Each Person \$1,000,000

Each Occurrence \$1,000,000

Personal Injury Liability

Each Person \$1,000,000

Property Damage Liability \$1,000,000

Worker's Compensation Statutory

Employers Liability \$ 500,000

The Kentucky Community and Technical College System must be named as an additional insured in the policy for Comprehensive General Liability. In the event of failure by the supplier to maintain, in force, insurance coverage acceptable to KCTCS, KCTCS will have the right to terminate this Agreement immediately upon written notice to the supplier. Copies of the Insurance Certificates are to be furnished to the KCTCS Procurement to Payment Division. Modification of this requirement must be requested in writing with supporting statements, prior to the time of the bid submission

XIII. Inspection

All supplies and equipment shall be subject to inspection or tests by the college prior to acceptance. In the event supplies or equipment are defective in material or workmanship or otherwise not in conformity with specified requirements, the college shall have the right to reject them or require acceptable correction at the vendor's expense.

XIV. Rejection of Bids

KCTCS reserves the right to reject any and all bids when it is in the best interest of KCTCS to do so.

XV. Damaged Materials

When an order is received and found damaged, the vendor will be notified immediately concerning the course of action necessary to resolve the situation. Should replacement materials be required, said material will be replaced within ten (10) working days, unless there is just cause shown that this requirement cannot be met. A notice of disposition for damaged materials will also be required within ten (10) working days, or KCTCS, will dispose of, or return, said materials at their convenience.

XVI. Cancellation of Bids

KCTCS reserves the right to cancel the bid when it is in the best interest of KCTCS to do so.

XVII. Warranty

The manufacturer's most favorable warranty offered to preferred customers shall apply to all items. A copy of such warranty shall be furnished to the college upon delivery of the equipment or product.

XVIII. Oral Discussions

Potential bidders should clearly understand that any verbal representations made or assumed to be made during any oral discussions held between representatives of potential bidders and any State employee or official are not binding on the Commonwealth of Kentucky or its constitutional agencies or colleges.

XIX. Compliance With State Laws

Any contracts or orders placed as a result of an offer shall be governed by the laws of the Commonwealth of Kentucky. The rights and obligations of the parties thereto shall be determined in accordance with these laws. Any offer conditioned upon governance by the laws of a state other than Kentucky shall not be considered.

XX. ADA COMPLIANCE

When applicable (e.g. webpages) the Contractor's products and services will be in compliance with current Americans with Disability Act (ADA) requirements including the applicable current ADA Standards for Accessible Design, Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), Section 255 of the Communications Act, as amended and applicable regs.

XXI. Post Contract Agreements

The resulting contract and KCTCS Purchase Order shall constitute the entire agreement between the parties. Unless contractually provided, KCTCS will not be required to enter into nor sign any additional agreements, leases, company orders or other documents to complete or initiate the terms of a contract that may result from an award of this Invitation to Bid. Any documents obtained shall be non-binding on KCTCS and may be considered a breach of contract.

XXII. Vendor Terms & Conditions

Responses submitted that include any additional vendor terms or conditions or contain terms and conditions in conflict with the Statutes of the Commonwealth of Kentucky shall be rejected. Vendors shall refrain from imposing conditions that would modify the terms and conditions of the solicitation or limit the bidder's liability to KCTCS on the contract awarded on the basis of such Invitation.

XXIII. Questions, Solicitation Sole Point of Contact - Restriction on Communication

The KCTCS Procurement to Payment Department shall be the sole point of contact throughout the solicitation process regarding the terms and conditions contained in this Invitation to Bid. Contact with KCTCS other than the Procurement to Payment department may be cause for rejection of bid. This does not preclude vendors who presently hold contracts with KCTCS from communicating with KCTCS individuals regarding existing contracts only.

Any explanation desired by a bidder regarding the meaning or interpretation of the solicitation, specifications, etc., must be requested in writing. Questions will not be addressed via telephone. Oral explanations or instructions given before the award of the contract will not be binding. In the event any item, requirement, term or condition of this Invitation to Bid is not clear, or is not according to regulation, it shall be the sole responsibility of the interested prospective bidder to inquire as to intent, or to state the exception in writing, via email or fax to:

Tonya Peters

KCTCS Procurement to Payment Services

Tonya.peters@kctcs.edu

Fax: 859-256-3124

From the issue date of this Invitation until a contractor is selected and the selection is announced, bidders are not allowed to communicate with any KCTCS staff concerning this bid except via written questions submitted to the sole point of contact.

All questions are to be submitted to the Procurement to Payment department no later than (7) days prior to bid opening via email to tonya.peters@kctcs.edu. Phone calls will not be accepted.

LiveArc™ Welding Performance Management System

The solution for Industrial, manufacturing and educational markets for developing better welding skills, faster and more cost-effectively than ever before.



The LiveArc™ System is warranted for one year, parts and labor.



Better training

- Utilizes live arc
- Intuitive system promotes user independence
- Provides objective, quantitative feedback on key performance parameters
- Miller-designed assignments included with ability to customize
- Flexible for recruiting, screening, training and performance management



Faster results

- Independent usage accelerates personal development
- Accelerated training times put trainees in production lines faster
- Shorter educational periods allow trainees to focus on additional learning opportunities



More cost effective

- Pre-weld simulation saves money on coupons, wire and gas
- Reduces poor-quality welding and defects, rework and downtime
- Trainers and educators have more time to focus on other tasks

LiveArc equipment ordering information

LiveArc Workstation	#301 233
LiveArc Workstation with Welding Positioning Arm	#301 233-001
Welding Positioning Arm (includes software)	#301 234

Specifications (Subject to change without notice.)

Processes	Joint Types	Positions	Multi-Pass	Input Power	Rated Output	Weight	Dimensions (H x W x D)	Computer	Monitor
GMAW	2F		Fillet only	120 VAC,	400 A at	#301 233	Table and monitor	Intel core i7,	21.5 HD
GMAW-S	3F			60 Hz,	100% duty	366 lb. (166 kg)	77.5 x 41.5 x 31 in.	128 GB SSD,	LCD touch
GMAW-P	4F			compatible	cycle with CO ₂	#301 233 001	(1969 x 1054 x 787 mm)	fanless cooling,	screen
FCAW-G	1G			with Miller	shielding gas	480 lb. (218 kg)	Width is 46 in. (1168 mm)	HDMI port supports	display
	2G			wire feed		#301 234 (Arm)	with Welding Positioning Arm	secondary monitor	
	3G			power		72 lb. (33 kg)		(not included)	
	4G			sources					

XXIV. Form of Proposal

You are invited to bid on the following **WELDING SYSTEMS** for the Kentucky Community and Technical College System (KCTCS), Bluegrass Community and Technical College, 164 Opportunity Way, Lexington KY 40511.

Item	Description	QTY	Unit Cost	Extended Price
1	<p><i>DEMO MODEL ACCEPTED</i> LIVEARC WELDING PERFORMANCE MANAGEMENT SYSTEM P/N (301-233 as DEMO – per specs on previous page) or (907714 new) To include: • SmartGun with 15-ft. (4.6 m) cable (#270 698) • Calibration tool (#266 768) • (2) Table clamps (#257 285) Plus extra Tregaskiss consumables: • (5) .035-in. contact tips (#403-20-35-05) • (5) .045-in. contact tips (#403-20-45-05) • (5) .052-in. contact tips (#403-20-52-05) • (1) Heavy-duty 5/8-bore 1/8-stickout nozzle (#401-87-62-02) • (1) Heavy-duty 5/8-bore 1/8-recess nozzle (#401-6-62-02) • (1) Heavy-duty 5/8-bore flush nozzle (#401-48-62)</p>	1	\$	\$
1	<p><u>A Statement of Condition and Inspection Report should be included for any Demo/Used/Refurbished equipment. Responses received without the report may be rejected.</u></p> <p>MANUFACTURER/MODEL Bidding _____ Warranty: _____</p>			
2	301391 LIVEARC STICK UPGRADE MODULE	1	\$	\$
2	<p>MANUFACTURER/MODEL Bidding _____ Warranty: _____</p>			
3	<p>907300 MILLERMATIC 350P Mig Power Source, Wire Feeder and Gun Package; MUST be 3 phase - 460V To include: Comes complete with: 15-ft. (4.6 m) Bernard™ Q300 MIG gun with extra Centerfire™ contact tips 10-ft. (3 m) work cable with clamp 10-ft. (3 m) industrial power cord (without plug) for single- or three-phase Factory-installed gas solenoid Flow gauge regulator and gas hose for argon or AR/CO2 mix Factory-installed, low-mounted running gear/cylinder rack .035/.045-in. reversible V-groove drive rolls</p>	1	\$	\$
3	<p>REQUIRED - Must be <i>either listed and labeled by a nationally recognized testing laboratory (NRTL) or certified by field evaluation and labeled by a third party acceptable to the authority having jurisdiction in Kentucky to certify compliance with applicable codes and safety requirements</i></p> <p>YES or NO _____ listed and labeled by a nationally recognized testing laboratory (NRTL)?</p> <p>YES or NO _____ certified by field evaluation and labeled by a third party acceptable to the authority having jurisdiction in Kentucky to certify compliance with applicable codes and safety requirements?</p> <p>Indicate the nationally recognized testing laboratory (NRTL) providing the listing or third party providing the field evaluation and certification _____</p>			<p>COST OF ELECTRICAL CERTIFICATION</p> <p>\$</p>
3	<p>MANUFACTURER/MODEL Bidding _____ Warranty: _____</p>			

Cont'd

Item	Description	QTY	Unit Cost	Extended Price
4	MIL268618 Digital Elite™ Black And Yellow Welding Helmet With Variable Shades 8 - 13 Auto Darkening Lens And Cat®- 1st Edition Graphics	2	\$	\$
4	MANUFACTURER/MODEL Bidding _____ Warranty: _____			
5	ON-SITE TRAINING provided at the college campus. Training to include, provide instruction to designated college personnel upon completion of install DESCRIBE TRAINING TO BE PROVIDED: KCTCS reserves the right to award Training at a later date.	1	\$	\$
6	INSTALLATION - Installation must include unloading from the delivery vehicle, transporting the equipment into the building and installing/positioning the equipment at site at the time of delivery. KCTCS reserves the right to award Installation at a later date.	1	\$	\$
				Grand Total
				(freight charges to be included in the above unit cost)
				\$

KCTCS RESERVES THE RIGHT TO AWARD PER ITEM DUE TO COST SAVINGS.

Due to funding, delivery required PRIOR to NOVEMBER 30, 2017.

GUARANTEED DELIVERY TIME (Days ARO) for the following:

Item 1. DARO _____

Item 2. DARO _____

Item 3. DARO _____

Item 4. DARO _____

Substitute W-9 Form

A completed, signed KCTCS Substitute W-9 form must be submitted with the bid. This information must be obtained prior to award of a contract. Bids received without a completed W-9 form may be rejected. A form has been attached for completion.

Kentucky Community and Technical College System Procurement to Payment

MEMORANDUM

TO: Potential Bidders Responding to KCTCS Invitation to Bid

FROM: Tonya Peters, Procure to Pay Analyst

RE: KCTCS Listing or Certification Requirements for Equipment or Assemblies of Equipment

The Kentucky Community and Technical College System is a public institution of higher education organized under the laws of the Commonwealth of Kentucky. As such the authority having jurisdiction in Kentucky requires that equipment used in our facilities be either listed and labeled by a nationally recognized testing laboratory (NRTL) or certified by field evaluation and labeled by a third party acceptable to the authority having jurisdiction in Kentucky to certify compliance with applicable codes and safety requirements.

Providers of equipment listing or third party certification services are included but not limited to those indicated in the attached Excel spreadsheet. Manufacturers may use any NRTL or other third party acceptable to the authority having jurisdiction in Kentucky to certify compliance with applicable codes and safety requirements.

All equipment and assemblies of equipment offered in response to this Invitation to Bid shall be in full compliance with the above referenced listing or certification requirements. If a listing does not exist or third party certification cannot be provided for said equipment, the services of a Professional Engineer licensed in the Commonwealth of Kentucky may also be procured by the bidder to certify that the equipment has been constructed in accordance with NFPA 79 and UL 508A standards and their references.

All costs associated with required listings or certifications shall be included in the bid price unless otherwise specified in the form of proposal. Each piece of equipment or assembly of equipment offered in response to this bid shall either be listed and labeled or certified and labeled prior to shipment by the successful bidder.

Listing of Field Evaluators

NAME	STREET	CITY	STATE	ZIP	PHONE	E-MAIL	WEB
ESA/CSA International dba ESA Field Evaluation	1 Terrence Matthews Crescent, Suite 130	Ottawa	Ontario	K2M 2G3	800-559-5356 or 613-271-1489	field.evaluation@electricalsafety.on.ca	www.esasafe.com
CertifiGroup	901 Sheldon Drive	Cary	NC	27513	800-422-1651	info@CertifyGroup.com	http://www.certifygroup.com/pages/field.htm
TUV-Rheinland of North America, Inc.	12 Commerce Road	Newtown	CT	06470	203-426-0888	info@tuv.com	http://www.us.tuv.com/contact/index.aspx
QPS America, Inc.	912 County Road 27	Estilfork	AL	35745-8048	877-746-4777	info@qps.ca	http://www.qps.ca/
Underwriters Laboratories	333 Pflingsten Road	Northbrook	IL	60062-2096	847-854-3577		http://www.ul.com/contact.html
MET Laboratories, Inc.	914 W. Patapsco Ave.	Baltimore	MD	21230	800-638-6057	info@metlabs.com	http://www.metlabs.com/pages/direct.html
Emerson Process Management, Mobile Area Service Center	5380 Business Pkwy #1	Theodore	AL	36582	251-653-5860		http://www.electro-test.com/Cnform.html#Field%20Evaluation
Intertek Testing Services NA, Inc.	1717 Arlingate Lane	Columbus	OH	43228	614-279-8090 502-897-1630 or 502-417-9358	andy.gbur@intertek.com	http://www.intertek-eflsemko.com/portal/page/portal/ITK_PGR/
Pfeiffer Engineering Co.	2701 Lindsay Avenue	Louisville	KY	40206-2222		jcp@pfeiffereng.com	www.PfeifferEng.com.
Echo Power Engineering, LLC	1002 S. Graycroft Ave	Madison	TN	37115	615-692-9472 or 615-796-5131	joe@echopowerengineering.com scotty@echopowerengineering.com	www.echopowerengineering.com



Substitute W-9 Form

Kentucky Community and Technical College System
300 North Main Street, Versailles, KY 40383

College:			
College Contact:		College Contact Email:	
College Contact Ph:		College Contact Fax:	

To avoid Internal Revenue Service (IRS) mandated backup withholding KCTCS is required to obtain your Taxpayer Identification Number (TIN) for reporting income paid to you or your organization. KCTCS uses a Substitute W-9 Form to obtain certification of your TIN and retains this information in its secure payee/vendor database. This form may be completed online and then printed for signature. Tab to fields and populate with your information. New Vendors must complete the entire form. Existing Vendor's may the complete shaded area of form. New and updated forms must be signed and dated.

New Vendor (complete entire form) **Changes to existing vendor**

Federal Tax ID #: (Required) _____ TIN/EIN SSN

Legal Name used for purposes of IRS reporting _____

Business Name (if different from name used for purposes of IRS reporting) _____

Does your business accept credit Cards? Yes No If yes, V i s a M C O t h e r : _____

Type of Business (Required):

- | | | |
|---|---|--|
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Government Entity | <input type="checkbox"/> Foreign Nonresident Individual |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Foreign Entity (other than individual) | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Non Profit/501(c) Entity | <input type="checkbox"/> U.S. Agent of Foreign Person/Entity | <input type="checkbox"/> Individual/Sole Proprietor (US Citizen) |

Exempt from backup withholding

Other (Please Explain) _____

Business Classification (Required - Select only one – Does not apply to publically traded entities)

<input type="checkbox"/> Minority Business Enterprise/MBE (please choose one sub-classification at right): <i>Defined as a business at least 51% owned by one or more African-Americans, Hispanics, Native Americans, Asian Pacific Americans, Asian Indian Americans, and other groups as defined by Federal law.</i>	<input type="checkbox"/> <i>Hispanic-American</i>	<input type="checkbox"/> <i>African-American</i>
	<input type="checkbox"/> <i>Asian-American</i>	<input type="checkbox"/> <i>American Indian</i>
	<input type="checkbox"/> <i>Other (explain):</i>	
<input type="checkbox"/> Women-Owned Business Enterprise/WBE <i>Defined as a business at least 51% owned by one or more women.</i>	<input type="checkbox"/> Disadvantaged Business Enterprise/DBE <i>Defined as a business at least 51% owned by at least one differently-abled, socially, or economically disadvantaged individual as defined by Federal law.</i>	
<input type="checkbox"/> Veteran Owned Business/VOB <i>Defined as a business at least 51% owned and operated by a service veteran.</i>	<input type="checkbox"/> Disadvantaged Veteran Owned Business/DVOB <i>Defined as a business at least 51% owned and operated by a service veteran with a service-related disability of at least 10 percent.</i>	
<input type="checkbox"/> None of the Above	<input type="checkbox"/> Other (Explain):	

Certification

Under penalties of perjury, I certify that:

The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and I am a U.S. person (including a U.S. resident alien).

Signature of U.S. Person	Date
Printed Name:	

Purchase Order	Purchase Order Information <input type="checkbox"/> Check if remit address is same as PO address			
Preferred Method of Receiving Purchase Orders: <input type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Check if there is a change to your Purchase order address				
Vendor Name (if different from above)				
Order to Address				
City		State		Zip
Sales Contact Name		Email for PO		
Sales Contact Phone		Fax for PO		
<input type="checkbox"/> Purchase Address – Change to				
Remittance	Remittance Address as it appears on your invoice			
Vendor Name (if different from above)				
Remit to Address				
City		State		Zip
Remit to Contact Name		Email		
Remit to Phone		Fax		
<input type="checkbox"/> Remit to Address – Change to				

Wherever possible we desire to replace check payments with an electronic payment (ACH - direct deposit transfer). In order to switch your payment type if already established from paper check to electronic transfer we will need your bank account information entered on this substitute W-9 form. Your email address will only be used to notify you when an electronic payment is issued, to notify you of the issuance of a purchase order, or to notify you of other official business correspondence. Your e-mail and/or banking information will not be shared or distributed outside KCTCS' Business Services Division and will be used solely for KCTCS business applications.

Direct Deposit Information (All fields are required to receive ACH electronic direct deposit payments)	
Name on Bank Account:	
Bank Name (include branch name if applicable):	
Bank Routing Number (9-digit ABA #):	Bank Account Number:
Mark only one (should match information noted above): <input type="checkbox"/> Checking: <input type="checkbox"/> Savings:	
E-mail address -- Please print <i>LEGIBLY</i> -- Required for electronic notification of payment to your bank account.	
Mark if this is a: <input type="checkbox"/> Establishment of a new direct deposit <input type="checkbox"/> Change of existing direct deposit	
Email change only <input type="checkbox"/> New email address to where payment notification to be sent:	

I hereby authorize and request KCTCS to initiate credit entries for payment to my account. If necessary, a debit entry may be made in accordance with National Automated Clearing House Association (NACHA) rules reversing a credit entry made in error at the financial institution named. The electronic payment data remains in effect until withdrawn by written notification to KCTCS, 300 North Main Street, Versailles, KY 40383.

PRINTED NAME

Authorized Signature

Date