

# REQUEST FOR QUALIFICATIONS






**RFQ 739-** 




TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER

Request for Qualifications (RFQ) 739- 



Due Date: , 20  at  Central Time

**Qualifications must be time stamped by the Texas Tech University Health Sciences Center Purchasing Office before the hour and date specified for receipt of Qualifications.**

Texas Tech University Health Sciences Center  
Purchasing Office  
Attention:   
3601 4<sup>th</sup> Street STOP 9021  
Lubbock, Texas 79430

Pursuant to the provisions of Texas Government Code Title 10 Subtitle D Chapter 2156.121 - 2156.127, General Services Act rules and regulations adopted there under, sealed Qualifications will be received until the date and time established for receipt. After receipt, only the names of proposers will be made public. Prices and other qualification details will only be divulged after the award, if one is made.

## SUBMITTAL CHECKLIST

Due Date: [REDACTED], 20[REDACTED] @ [REDACTED]. Central Time

Request Number:	RFQ 739-[REDACTED]
Vendor Name:	
Tax ID. Number:	
Phone Number:	
Contact E-Mail:	
Contact Name:	

Check-off

1. ☐ Signed and Completed Execution of Offer (ref Appendix B).
2. ☐ Signed and Completed HUB Subcontracting Plan (ref Appendix C).
3. ☐ Signed and Completed Addenda Checklist (ref Appendix D).
4. ☐ Responses to questions and requests for information in the [REDACTED].
5. ☐ Deliver Qualifications to:

TTUHSC prefers that all qualifications be submitted using the TechBid system (<https://suppliers.scquest.com/texastech/>).

Or Mailed To:  
Texas Tech University Health Sciences Center  
Purchasing Office  
Attention: [REDACTED]  
3601 4th Street STOP 9021  
Lubbock, Texas 79430

***TTUHSC Internal Use Only***

<b><i><u>Form</u></i></b>	<b><i>Completed By</i></b>	<b><i>Approved By</i></b>	<b><i>Date</i></b>
<a href="#"><i><u>Evaluation of Potential Subcontracting Opportunities (RFP 3.7)</u></i></a>			
<a href="#"><i><u>Solicitation Review</u></i></a>			
<a href="#"><i><u>HUB Sub-contracting Probability Statement</u></i></a>			
<a href="#"><i><u>HSP Subcontracting Plan Review</u></i></a>			

# REQUEST FOR QUALIFICATIONS

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## **SECTION 1**

### **INTRODUCTION**

#### **1.1 Introduction**

The Texas Tech University Health Sciences Center (“TTUHSC”), a part of the Texas Tech University System, seeks Qualifications from qualified firms to provide New Product Development services. The scope of work is more specifically described in Section 5.4 entitled Specifications / Service Scope of Work.

#### **1.2 Description of Texas Tech TTUHSC Health Sciences Center**

The Texas Tech University Health Sciences Center began in 1969, and to date has trained more than 10,000 health care professionals. TTUHSC meets the health care needs of more than 2.5 million people who live throughout the vast 108-county area stretching from the Texas Panhandle south to the Permian Basin and West into Eastern New Mexico. This year, TTUHSC has over 3,200 students enrolled in medicine, nursing, pharmacy, biomedical sciences and allied health sciences in eight locations. TTUHSC is making an impact by investigating and treating complex health issues—especially those affecting historically underserved populations, and has significant research studies underway in areas such as aging, cancer, infertility and rural health.

#### **1.3 Group Purchasing Authority**

Texas law authorizes institutions of higher education (defined by Section 61.003, Education Code) to use the group purchasing procurement method (ref. Sections 51.9335, 73.115, and 74.008, Education Code). Additional Texas institutions of higher education may therefore elect to enter into a contract with the successful Proposer under this RFQ.

#### **1.4 TTUHSC’s Right to Reject**

This RFQ does not commit TTUHSC to select a proposer or to award an agreement to any proposer. TTUHSC reserves the right to accept or reject, in whole or in part, any qualification it receives pursuant to this RFQ. Qualifications which are qualified with conditional clauses or alterations or items not called for in the RFQ documents, or irregularities of any kind, are subject to disqualification by TTUHSC at its option. If TTUHSC receives fewer than three Qualifications, TTUHSC has the right to reissue this RFQ in order to gain additional competitive Qualifications.

#### **1.5 Public Information**

- 1.5.1 Proposer is hereby notified that TTUHSC strictly adheres to all statutes, court decisions and the opinions of the Texas Attorney General with respect to disclosure of public information.
- 1.5.2 TTUHSC may seek to protect from disclosure all information submitted in response to this RFQ until such time as a final agreement is executed.
- 1.5.3 Upon execution of a final agreement, TTUHSC will consider all information, documentation, and other materials requested to be submitted in response to this RFQ, to be of a non-confidential and non-proprietary nature and, therefore, subject

to public disclosure under the *Texas Public Information Act* (*Government Code*, Chapter 552.001, et seq.). Proposer will be advised of a request for public information that implicates their materials and will have the opportunity to raise any objections to disclosure to the Texas Attorney General. Certain information may be protected from release under Sections 552.101, 552.110, 552.113, and 552.131, *Government Code*.

## **1.6 Inquiries and Interpretations**

- 1.6.1 TTUHSC may in its sole discretion respond in writing to written inquiries concerning this RFQ and post its response as an Addendum to all parties recorded by TTUHSC as having received a copy of this RFQ. Only TTUHSC's responses that are made by formal written addenda will be binding on TTUHSC ("Addenda"). Any verbal responses, written interpretations or clarifications other than Addenda to this RFQ will be without legal effect. All Addenda issued by TTUHSC prior to the Submittal Deadline will be and are hereby incorporated as a part of this RFQ for all purposes.
- 1.6.2 Proposers are required to acknowledge receipt of each Addendum as specified in this Section. The Proposer must acknowledge all Addenda by completing, signing and returning the Addenda Checklist (ref. APPENDIX D). The Addenda Checklist must be received by TTUHSC prior to the Submittal Deadline and should accompany the Proposer's qualification.
- 1.6.3 Any interested party that receives this RFQ by means other than directly from TTUHSC is responsible for notifying TTUHSC that it has received an RFQ package, and should provide its name, address, telephone number and FAX number to TTUHSC, so that if TTUHSC issues Addenda to this RFQ or provides written answers to questions, that information can be provided to such party.

## SECTION 2 NOTICE TO PROPOSER

### 2.1 Submittal Deadline

TTUHSC will accept Qualifications submitted in response to this RFQ until [REDACTED], Central Time on [REDACTED], 20[REDACTED] (the "Submittal Deadline"). Qualifications should be delivered to:

Texas Tech University Health Sciences Center  
Purchasing Office  
Attention: [REDACTED]  
3601 4th Street STOP 9021  
Lubbock, Texas 79430

### 2.2 TTUHSC Contact Person

Proposers will direct all questions or concerns regarding this RFQ to the following TTUHSC contact ("TTUHSC Contact"):

[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]

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**TTUHSC specifically instructs interested parties to restrict all contact and questions regarding this RFQ to written communications forwarded to TTUHSC Contact. TTUHSC Contact must receive all questions or concerns no later than April 12th, 2013.** TTUHSC will have a reasonable amount of time to respond to questions or concerns. It is TTUHSC's intent to respond to all appropriate questions and concerns; however, TTUHSC reserves the right to decline to respond to any question or concern.

### 2.3 Key Events Schedule

Distribution of RFQ	
Deadline for Submission of Written Questions	
Deadline for Submission/Delivery of Qualifications	
Evaluation of Qualifications	

## 2.4 Anticipated Term

The anticipated term of any resulting agreement will begin on the date an agreement is executed, and expire on [REDACTED], 20[REDACTED]. TTUHSC will have the option of two (2) additional one (1) year renewal periods.

- Optional Renewal Period #1: [REDACTED]
- Optional Renewal Period #2: [REDACTED]



## SECTION 3

### **SUBMISSIONS OF QUALIFICATION**

#### **3.1 Number of Copies**

Proposer must submit a total of **one (1)** complete copy of its entire qualification. An original signature by an authorized officer of Proposer must appear on the Execution of Offer (ref. APPENDIX B) of at least one (1) copy of the submitted qualification. The copy of the Proposer's qualification bearing an original signature should contain the mark "original" on the front cover of the qualification.

#### **3.2 Submittal Instructions for Online (TechBid) Qualifications**

- 3.2.1 TTUHSC **prefers** that all Qualifications be submitted using the TechBid system at <https://suppliers.sciquest.com/texastech/>.
- 3.2.2 Qualifications must be signed by the responding company's official authorized to commit such Qualifications. Failure to sign the Execution of Offer will be basis for qualification disqualification.
- 3.2.3 All Qualifications must be submitted online no later than the date and time indicated in Section 2.1 "Submittal Deadline."

#### **3.3 Submittal Instructions for Mailed/Delivered Qualifications**

- 3.3.1 TTUHSC **prefers** that all Qualifications be submitted using the TechBid system at <https://suppliers.sciquest.com/texastech/>. However, if necessary, the proposer may elect to submit a printed version of the qualification and submit the qualification by mail or carrier service.
- 3.3.2 One (1) original individually-bound completed qualification is required for the mailed or delivered submittals. Note: One (1) electronic version (on a USB drive) is also required for archival purposes.
- 3.3.3 Qualifications must be signed by the responding company's official authorized to commit such Qualifications. Failure to sign the Execution of Offer will be basis for qualification disqualification. NOTE: The original signature on the one (1) required original will serve as the official signature of record for all copies.
- 3.3.4 Qualifications should be submitted in a sealed envelope or box marked with the name of the RFQ (as shown on the cover page of this RFQ) and the opening date. All Qualifications must be submitted no later than the date and time indicated in Section 2.1 "Submittal Deadline."

#### **3.4 Qualification Validity Period**

Each qualification must state that it will remain valid for TTUHSC's acceptance for a minimum of ninety (90) days after the Submittal Deadline, to allow time for evaluation, selection, and any unforeseen delays.

### **3.5 Terms and Conditions**

Proposer must comply with the requirements and specifications contained in this RFQ, including the Agreement (ref. APPENDIX A), the Notice to Proposer (ref. Section 2 of this RFQ), Qualification Submission Procedures (ref. Section 3 of this RFQ) and the Specifications and Scope of Work (ref. Section 5 of this RFQ). If there is a conflict among the provisions in this RFQ, the provision requiring Proposer to supply the better quality or greater quantity of services will prevail.

### **3.6 HUB Subcontracting Plan**

A HUB Subcontracting Plan ("HSP") is required as part of Proposer's proposal. The HSP will be developed and administered in accordance with TTUHSC's Policy on Utilization of Historically Underutilized Businesses attached as APPENDIX C and incorporated for all purposes.

Each Proposer must complete and return the HSP in accordance with the terms and conditions of this RFP, including APPENDIX C. Proposers that fail to do so will be considered non-responsive to this RFP in accordance with Section 2161.252, Government Code.

A search has been conducted of the Centralized Master Bidders List to identify active HUB vendors in accordance with Title 34, Texas Administrative Code, Section 20.14(a)(1). The following NIGP commodity codes were included:

Code #1 [REDACTED] Code #2 [REDACTED] Code #3 [REDACTED]

Results can be viewed at the following link:

<https://mycpa.cpa.state.tx.us/tpasscmbsearch/index.jsp> (\*\*use link from actual search results)

### **3.7 Alternate Qualifications**

TTUHSC may consider alternate Qualifications submitted by Proposer. Proposers submitting alternate Qualifications should (i) clearly identify any exceptions taken to the requirements and specifications set forth in this RFQ and (ii) include a detailed description of the alternative(s) proposed. Proposer may suggest additions to the requirements and specifications set forth in this RFQ, and all such suggestions must be clearly identified. Alternate Qualifications should be submitted as attachments to the qualification. Alternate Qualifications shall meet the same requirements and shall be in the same format as the qualification's base format.

## SECTION 4 EVALUATION CRITERIA AND AWARD

### 4.1 Evaluation Process

- 4.1.1 TTUHSC will utilize a qualification evaluation team for the evaluation of this RFQ. The award will be based on the qualification judged to be in the best interest of TTUHSC, the judgment in this regard shall be considered final. Any agreement resulting from this request shall be awarded to the proposer providing the “best value” to TTUHSC.
- 4.1.2 Under section 51.9335 of the Texas Education Code in determining what is the best value to an institution of higher education, TTUHSC shall consider the purchase price, the reputation of the proposer and of the proposer’s goods or services, the quality of the proposer’s goods or services, the extent to which the goods or services meet TTUHSC’s needs, the proposer’s past relationship with TTUHSC, the impact on the ability of TTUHSC to comply with laws and rules relating to historically underutilized businesses and to the procurement of goods and services from persons with disabilities, the total long-term cost to TTUHSC of acquiring the proposer’s goods or services, and any other relevant factor that a private business entity would consider in selecting a vendor.

### 4.2 Proposer’s Acceptance of Evaluation Methodology

Submission of a qualification indicates proposer’s acceptance of the evaluation technique and proposer’s recognition that some subjective judgments must be made by TTUHSC during the assigning of points.

### 4.3 Evaluation Criteria and Weights

- 4.3.1 Each qualification shall be evaluated on the ability to meet TTUHSC’s requirements and to provide the best value to TTUHSC.
- 4.3.2 The evaluation will be based on the following formula:

Criteria	Weight
Respondent’s _____	%
Respondent’s _____	%
Respondent’s _____	%
Respondent’s _____	%

### 4.4 Consideration of Additional Information

Consideration may also be given to any additional written information and comments that may serve to clarify the qualification information to TTUHSC.

### 4.5 Oral Presentations/Interviews

Upon completion of the initial review and evaluation of the Qualifications submitted, selected proposers may be invited to participate in oral presentations. Oral presentations/interviews are an option of the evaluation team and may or may not be

conducted; therefore, Qualifications should be complete when submitted by the deadline indicated in the Section 2.1 entitled "Submittal Deadline."

#### **4.6 Award Process**

During the opening, Qualifications will be acknowledged publicly to identify the names of the proposers, but will be afforded security sufficient to preclude disclosure of the contents of the qualification, including prices or other information, prior to award. After opening, an award may be made on the basis of the Qualifications initially submitted, without discussion, clarification or modification, or on the basis of negotiation with any of the proposers or, at TTUHSC's sole option and discretion, TTUHSC may discuss or negotiate all elements of the qualification with selected proposers which represent a competitive range of Qualifications. For purposes of negotiation, a competitive range of acceptable or potentially acceptable Qualifications may be established comprising the highest rated qualification(s).

#### **4.7 Best and Final Offer**

When deemed appropriate, after the submission of Qualifications but before the final selection of the successful qualification, TTUHSC may permit a proposer to revise its qualification in order for TTUHSC to obtain a best and final offer. TTUHSC will provide each proposer within the competitive range with an equal opportunity for discussion and revision of their qualification, and a proposer may elect not to amend their original qualification. TTUHSC is not bound to accept the best-priced qualification if that qualification is not the most advantageous to TTUHSC as determined by the evaluation team.

#### **4.8 Award of Agreement**

- 4.8.1 TTUHSC reserves the right to award an agreement for all or any portion of the requirements proposed by reason of this request, award multiple agreements, or to reject any and all Qualifications if deemed to be in the best interests of TTUHSC and to re-solicit for Qualifications, or temporarily or permanently abandon the solicitation. If TTUHSC awards an agreement, it will award the agreement to the proposer whose qualification is the most advantageous to TTUHSC, considering price and the evaluation factors set forth in this RFQ.
- 4.8.2 TTUHSC intends to negotiate and award an agreement with the vendor submitting the qualification the evaluation committee determines best meets the system's requirements and is considered to be the best value overall. The agreement is a non-exclusive agreement, and TTUHSC reserves the right to enter into one or more agreements with third parties covering the same or similar services.
- 4.8.3 The proposer may submit its standard agreement for review by TTUHSC. The agreement entered into by the parties shall consist of the RFQ, the signed qualification submitted by the vendor, the specifications including all the modifications thereof, a written agreement, and purchase order(s), all of which shall be referred to collectively as the agreement documents.

## **SECTION 5 SPECIFICATIONS AND SCOPE OF WORK**

### **5.1 General**

The minimum requirements and the specifications for the Services, as well as certain requests for information to be provided by Proposer as part of its qualification, are set forth below. The successful Proposer is referred to as the "Contractor."

### **5.2 Minimum Requirements**

Each Qualification must include information that clearly indicates that Proposer meets each of the following minimum qualification requirements:

Proposer is current with the State of Texas Comptroller of Public Accounts  
<https://cpafmprd.cpa.state.tx.us/tpis/servlet/TPISReports?reptId=wrntHol>

Proposer can provide Certificate of Franchise Tax status.  
<https://ourcpa.cpa.state.tx.us/coa/Index.html>

Proposer shall demonstrate evidence of certifications, permits, licenses and insurances as appropriate to perform Services as required.

### **5.3 Additional Requirements Specific to this RFQ**

Proposer must submit the following informational sections as part of Proposer's qualification:

### **5.4 Specifications / Service Scope of Work**

**SECTION 6**  
**GENERAL TERMS AND CONDITIONS**

The terms and conditions contained in the attached Agreement (ref. **APPENDIX A**) or, in the sole discretion of TTUHSC, terms and conditions substantially similar to those contained in the Agreement, will constitute and govern any agreement that results from this RFQ. If Proposer takes exception to any terms or conditions set forth in the Agreement, Proposer will submit a list of the exceptions as part of its qualification. Proposer's exceptions will be reviewed by TTUHSC and may result in disqualification of Proposer's qualification as non-responsive to this RFQ. If Proposer's exceptions do not result in disqualification of Proposer's qualification, then TTUHSC may consider Proposer's exceptions when TTUHSC evaluates the Proposer's qualification.

**APPENDIX A  
AGREEMENT**

## APPENDIX B EXECUTION OF OFFER

**THIS EXECUTION OF OFFER MUST BE COMPLETED, SIGNED AND RETURNED WITH PROPOSER'S PROPOSAL. FAILURE TO COMPLETE, SIGN AND RETURN THIS EXECUTION OF OFFER WITH THE PROPOSER'S PROPOSAL MAY RESULT IN THE REJECTION OF THE PROPOSAL.**

- 1.1 By signature hereon, Proposer represents and warrants the following:
- 1.1.1 Proposer acknowledges and agrees that (1) this RFP is a solicitation for a proposal and is not a contract or an offer to contract; (2) the submission of a proposal by Proposer in response to this RFP will not create a contract between TTUHSC and Proposer; (3) TTUHSC has made no representation or warranty, written or oral, that one or more contracts with TTUHSC will be awarded under this RFP; and (4) Proposer will bear, as its sole risk and responsibility, any cost arising from Proposer's preparation of a response to this RFP.
  - 1.1.2 Proposer is a reputable company that is lawfully and regularly engaged in providing the Services.
  - 1.1.3 Proposer has the necessary experience, knowledge, abilities, skills, and resources to perform the Services.
  - 1.1.4 Proposer is aware of, is fully informed about, and is in full compliance with all applicable federal, state and local laws, rules, regulations and ordinances.
  - 1.1.5 Proposer understands (i) the requirements and specifications set forth in this RFP and (ii) the terms and conditions set forth in the Agreement under which Proposer will be required to operate.
  - 1.1.6 If selected by TTUHSC, Proposer will not delegate any of its duties or responsibilities under this RFP or the Agreement to any sub-contractor, except as expressly provided in the Agreement.
  - 1.1.7 If selected by TTUHSC, Proposer will maintain any insurance coverage as required by the Agreement during the term thereof.
  - 1.1.8 All statements, information and representations prepared and submitted in response to this RFP are current, complete, true and accurate. Proposer acknowledges that TTUHSC will rely on such statements, information and representations in selecting Contractor. If selected by TTUHSC, Proposer will notify TTUHSC immediately of any material change in any matters with regard to which Proposer has made a statement or representation or provided information.
  - 1.1.9 PROPOSER WILL DEFEND WITH COUNSEL APPROVED BY TTUHSC, INDEMNIFY, AND HOLD HARMLESS TTUHSC, THE TEXAS TECH UNIVERSITY SYSTEM, THE STATE OF TEXAS, AND ALL OF THEIR REGENTS, OFFICERS, AGENTS AND EMPLOYEES, FROM AND AGAINST ALL ACTIONS, SUITS, DEMANDS, COSTS, DAMAGES, LIABILITIES AND OTHER CLAIMS OF ANY NATURE, KIND OR DESCRIPTION, INCLUDING REASONABLE ATTORNEYS' FEES INCURRED IN INVESTIGATING, DEFENDING OR SETTLING ANY OF THE FOREGOING, ARISING OUT OF, CONNECTED WITH, OR RESULTING FROM ANY NEGLIGENT ACTS OR OMISSIONS OR WILLFUL MISCONDUCT OF PROPOSER OR ANY AGENT, EMPLOYEE, SUBCONTRACTOR, OR SUPPLIER OF PROPOSER IN THE EXECUTION OR PERFORMANCE OF ANY CONTRACT OR AGREEMENT RESULTING FROM THIS RFP.
  - 1.1.10 Pursuant to Sections 2107.008 and 2252.903, *Government Code*, any payments owing to Proposer under any contract or agreement resulting from this RFP may be applied directly to any debt or delinquency that Proposer owes the State of Texas or any agency of the State of Texas regardless of when it arises, until such debt or delinquency is paid in full.
- 1.2 By signature hereon, Proposer offers and agrees to furnish the Services to TTUHSC and comply with all terms, conditions, requirements and specifications set forth in this RFP.
- 1.3 By signature hereon, Proposer affirms that it has not given or offered to give, nor does Proposer intend to give at any time hereafter, any economic opportunity, future employment, gift, loan, gratuity, special discount, trip, favor or service to a public servant in connection with its submitted proposal. Failure to sign this Execution of Offer, or signing with a false statement, may void the submitted proposal or any resulting contracts, and the Proposer may be removed from all proposal lists at TTUHSC.
- 1.4 By signature hereon, Proposer certifies that it is not currently delinquent in the payment of any taxes due under Chapter 171, *Tax Code*, or that Proposer is exempt from the payment of those taxes, or that Proposer is an out-of-state taxable entity that is not subject to those taxes, whichever is applicable. A false certification will be deemed a material breach of any resulting contract or agreement and, at TTUHSC's option, may result in termination of any resulting contract or agreement.
- 1.5 By signature hereon, Proposer hereby certifies that neither Proposer nor any firm, corporation, partnership or institution represented by Proposer, or anyone acting for such firm, corporation or institution, has violated the antitrust laws of the State of Texas, codified in Section 15.01, et seq., *Business and Commerce Code*, or the Federal antitrust laws, nor communicated directly or indirectly the proposal made to any competitor or any other person engaged in such line of business.
- 1.6 By signature hereon, Proposer certifies that the individual signing this document and the documents made a part of this RFP, is authorized to sign such documents on behalf of Proposer and to bind Proposer under any agreements and other contractual arrangements that may result from the submission of Proposer's proposal.
- 1.7 By signature hereon, Proposer certifies as follows:



"Under Section 231.006, *Family Code*, relating to child support, Proposer certifies that the individual or business entity named in the Proposer's proposal is not ineligible to receive the specified contract award and acknowledges that any agreements or other contractual arrangements resulting from this RFP may be terminated if this certification is inaccurate."

- 1.8** By signature hereon, Proposer certifies that (i) no relationship, whether by blood, marriage, business association, capital funding agreement or by any other such kinship or connection exists between the owner of any Proposer that is a sole proprietorship, the officers or directors of any Proposer that is a corporation, the partners of any Proposer that is a partnership, the joint venturers of any Proposer that is a joint venture or the members or managers of any Proposer that is a limited liability company, on one hand, and an employee of any component of The Texas Tech University System, on the other hand, other than the relationships which have been previously disclosed to TTUHSC in writing; (ii) Proposer has not been an employee of any component institution of The Texas Tech University System within the immediate twelve (12) months prior to the Submittal Deadline; and (iii) no person who, in the past four (4) years served as an executive of a state agency was involved with or has any interest in Proposer's proposal or any contract resulting from this RFP (ref. Section 669.003, *Government Code*). All disclosures by Proposer in connection with this certification will be subject to administrative review and approval before TTUHSC enters into a contract or agreement with Proposer.
- 1.9** By signature hereon, Proposer certifies that in accordance with Section 2155.004, *Government Code*, no compensation has been received for its participation in the preparation of the requirements or specifications for this RFP. In addition, Proposer certifies that an award of a contract to Proposer will not violate Section 2155.006, *Government Code*, prohibiting TTUHSC from entering into a contract that involves financial participation by a person who, during the previous five years, has been convicted of violating federal law or assessed a penalty in a federal civil or administrative enforcement action in connection with a contract awarded by the federal government for relief, recovery, or reconstruction efforts as a result of Hurricane Rita, Hurricane Katrina, or any other disaster occurring after September 24, 2005. Pursuant to Sections 2155.004 and 2155.006, *Government Code*, Proposer certifies that Proposer is not ineligible to receive the award of or payments under the Agreement and acknowledges that the Agreement may be terminated and payment withheld if these certifications are inaccurate.
- 1.10** By signature hereon, Proposer certifies its compliance with all federal laws and regulations pertaining to Equal Employment Opportunities and Affirmative Action.
- 1.11** By signature hereon, Proposer represents and warrants that all products and services offered to TTUHSC in response to this RFP meet or exceed the safety standards established and promulgated under the Federal Occupational Safety and Health Law (Public Law 91-596) and the *Texas Hazard Communication Act*, Chapter 502, *Health and Safety Code*, and all related regulations in effect or proposed as of the date of this RFP.
- 1.12** Proposer will and has disclosed, as part of its proposal, any exceptions to the certifications stated in this Execution of Offer. All such disclosures will be subject to administrative review and approval prior to the time TTUHSC makes an award or enters into any contract or agreement with Proposer.

**NOTICE:** WITH FEW EXCEPTIONS, INDIVIDUALS ARE ENTITLED ON REQUEST TO BE INFORMED ABOUT THE INFORMATION THAT GOVERNMENTAL BODIES OF THE STATE OF TEXAS COLLECT ABOUT SUCH INDIVIDUALS. UNDER SECTIONS 552.021 AND 552.023, *GOVERNMENT CODE*, INDIVIDUALS ARE ENTITLED TO RECEIVE AND REVIEW SUCH INFORMATION. UNDER SECTION 559.004, *GOVERNMENT CODE*, INDIVIDUALS ARE ENTITLED TO HAVE GOVERNMENTAL BODIES OF THE STATE OF TEXAS CORRECT INFORMATION ABOUT SUCH INDIVIDUALS THAT IS INCORRECT.

**Submitted and Certified By:**

\_\_\_\_\_  
(Proposer Institution's Name)

\_\_\_\_\_  
(Signature of Duly Authorized Representative)

\_\_\_\_\_  
(Printed Name/Title)

\_\_\_\_\_  
(Date Signed)

\_\_\_\_\_  
(Proposer's Street Address)

\_\_\_\_\_  
(City, State, Zip Code)

\_\_\_\_\_  
(Telephone Number)

\_\_\_\_\_  
(FAX Number)

## **APPENDIX C**

### **HUB SUBCONTRACTING PLAN**

Please visit the following link to fill out and print the required HUB Subcontracting Plan.

General Reference Documents

<http://www.fiscal.ttuhsc.edu/purchasing/hub/>

HUB Subcontracting Plan

<http://www.window.state.tx.us/procurement/prog/hub/hub-forms/hub-sbcont-plan--allfms.pdf>

**APPENDIX D  
ADDENDA CHECKLIST**

**Qualification of:** \_\_\_\_\_

**To:** Texas Tech University Health Sciences Center

**RFQ No.: 739-** \_\_\_\_\_

The undersigned Proposer hereby acknowledges receipt of the following Addenda to the captioned RFQ (initial if applicable).

No. 1 \_\_\_\_\_ No. 2 \_\_\_\_\_ No. 3 \_\_\_\_\_ No. 4 \_\_\_\_\_ No. 5 \_\_\_\_\_

Respectfully submitted,

**Proposer:** \_\_\_\_\_

**By:** \_\_\_\_\_  
(Authorized Signature for Bidder)

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**APPENDIX E**  
**TTUHSC VENDOR INFORMATION**

For information on TTUHSC purchase processes, please consider visiting the following:

<http://www.fiscal.ttuhs.edu/purchasing/vendors.aspx>

Campus maps are available at the following link:

<http://www.ttuhs.edu/Contacts/>