



# STATE OF LOUISIANA

Office of State Procurement  
AUCTION REQUEST FOR INFORMATION

Vendor No.: \_\_\_\_\_  
Solicitation: 3000021985  
Opening Date: 10/23/2023

Vendor Name and Address: (to be completed by Vendor)

**Ship To Address:**

LDH LDH-OBH-ELMHS  
4502 HWY 951 (WAREHOUSE RECEIVING)  
JACKSON, LA 70748

**TO SUBMIT A REVERSE AUCTION ONLINE RESPONSE CLICK THE LINK BELOW ALL RESPONSES MUST BE SUBMITTED VIA THE REVERSE AUCTION ONLINE RESPONSE LINK**

**RFx Number:** 3000021985  
**Version:** 1  
**Buyer:** DORIAN ALLEN  
**Buyer Phone:** 225-342-8038  
**E-Mail:** dorian.allen@la.gov  
**Scheduled Begin Date:**  
**Scheduled End Date:**  
**T-Number:**

### ONLINE RESPONSE LINK

[https://lagoverpvendor.doa.louisiana.gov/rfx?sapsrm\\_boid=567620E9FB031EDE9AA67F54DF174D72](https://lagoverpvendor.doa.louisiana.gov/rfx?sapsrm_boid=567620E9FB031EDE9AA67F54DF174D72)

QUESTIONS TO BE COMPLETED BY VENDOR	Required
1. _____ Have you reviewed all attachments to the bid invitation and answered all questions?	YES
2. _____ Have you attached / included all required files to the bid response?	YES
3. _____ Have you attached the signature page to the bid response?	YES
4. _____ Delivery will be made this number of days After Receipt of Order (ARO)	NO
5. _____ %discount for payment made within 30 days. Discounts for payment made in less than 30 days, of less than 1%, or applicable to an indefinite quantity contract will be accepted but will not be an award consideration.	NO

**Name of Solicitation:** \*ReverseAuction\*Clear Plycarb Sheets-LDH

**RFx text:**

All vendors must be registered in the LaGov system in order to: submit a Reverse Auction response, have their bids tabulated by our office, and to receive automatic email notifications of bid opportunities.

To register as a vendor, access the following link:

<https://lagoverpvendor.doa.louisiana.gov/iri/portal/anonymous?guest user=self reg>

VENDOR TELEPHONE NUMBER: EMAIL ADDRESS:	TITLE	DATE
Signature of Authorized Bidder	Name of Bidder (Typed or printed)	

Please include a W-9 form with you bid if you are newly registered. Do not register again if you are already registered in the system. You will need a LaGov Vendor ID and Password in order to submit a Reverse Auction response.

Bidders must submit bids via the Reverse Auction Bid Response Link on Page 1 of this bid invitation. Reverse Auction bidding instructions are attached to this bid invitation.

Please print all attachments to ensure all documents related to this solicitation are reviewed prior to bidding.

All documents associated with this solicitation should be included in the bidder's submission.

**Bid Documents Include:**

- Attachment A - Special Terms & Conditions - Pages 1 - 6
- Attachment B - Boiler Plate Instructions to Bidder - Pages - 1 - 4
- Attachment C - Reverse Auction Bidding Instructions - Pages - 1 - 13

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**Method of Award:**

It is the intent of the State to award this contract on an individual basis to the lowest responsive, responsible bidder(s) meeting the specifications. The State further reserves the right to reject individual line items from the award.

LINE	Description
1	<p><b>Product Category:30102515</b> 1/4 x 48 x 96 Clear Plycarb sheets</p> <p>100 sheets of 1/4 thick x 48 long x 96 wide clear polycarb sheets for the Villa Project</p> <p>Material: Polycarbonate * Color: Clear * 1/4" Thick * 4'8 Long * 96' Wide</p> <p>Specify Brand Bidding: _____</p> <p>Specify Model Number Bidding: _____</p> <p>Specify Sheets Bidding: _____</p> <p>Specify Material Bidding: _____</p> <p>Specify Color Bidding: _____</p> <p>Specify Thickness Bidding: _____</p> <p>Specify Length Bidding: _____</p>

Invitation to bid: 3000021985  
Open Date: 10/23/2023  
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Bidder:

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LINE	Description
	Specify Width Bidding: _____ Specify Delivery ARO Bidding: _____