



TEXAS SOUTHMOST
COLLEGE

INVITATION TO BID

“ Notice of Sale: Brick Material”

TSC IFB 17-26

Submission Date:
June 20, 2017

SECTION 1. INQUIRIES AND INTERPRETATIONS

Responses to inquiries which directly affect an interpretation or change to this Invitation for Bid will be issued in writing by the College as an addendum and faxed or mailed to all parties recorded by the College as having received a copy of the Invitation for Bid.

All such addenda issued by the College prior to the time that bid proposals are received shall be considered part of the Invitation for Bid, and the Respondent shall be required to consider and acknowledge receipt of each addendum in its bid proposals. Only those inquiries the College replies to by addenda shall be binding. Oral and other interpretations or clarifications will be without legal effect. All addendums, if any, can be obtained at the following website:

<http://tsc.edu/index.php/about/purchasingqx/vendor-information.html>

SECTION 2. POINT-OF-CONTACT

The College requires that Respondents restrict all contact and questions regarding this Invitation for Bid to the individual named below.

Any questions or concerns regarding this solicitation including terms and conditions, submission requirements, technical requirements and contract award shall be directed in writing to:

Patricia G Saldivar
Purchasing Office
Texas Southmost College
Tandy 110
80 Fort Brown
Brownsville, Texas 78520
Phone: 956-295-3423
Fax: 956-295-3408
patricia.saldivar@tsc.edu

It is TSC's intent to respond to all appropriate questions and concerns; however, TSC reserves the right to decline to respond to any question or concern.

SECTION 3. SUBMISSION OF PROPOSALS

Submittal Deadline: College will accept bid proposals until Tuesday, June 20, 2017 at 2:00 p.m. local time. Proposals in print format shall be submitted to the TSC Purchasing Office located at Tandy 207; 80 Fort Brown; Brownsville, Texas 78520 in attention to Ms. Patricia G. Saldivar, Coordinator of Purchasing. Subsequently, bid proposals will be read aloud in Tandy 212 Conference Room of the Fort Brown Campus.

Bid proposal(s) must be received on or before the time and date specified above to the point-of-contact identified below. College delivery hours are from Monday thru Friday from 8:00 a.m. to 5:00 p.m. except during holidays and other College closures. Late submissions will be returned

to the Respondent unopened. The College will not accept submissions delivered by telephone, email or facsimile (fax). Bid proposals properly received will not be returned to Respondents.

Submit three (3) copies of the bid proposal in print format and one (1) copy of the bid proposal in electronic format, including any supplemental material referenced within the bid proposal. The electronic copy shall be submitted in a USB/Flash Drive or in a CD in the same envelope as the hard-copy (print format) original bid proposal.

Bid Proposal Requirements:

1. The transaction should be for a cash sale.
2. The bid proposal must include bidder's financial stability to undertake said bid and shall include a timeline for completion of sale.
3. Seller (TSC) will issue an invoice 30 net payment term within 10 days after TSC Board of Trustees' approval if a bidder's sale transaction exceeds \$25,000.
4. Purchased material will be transferred to the purchaser until invoice has been paid in full. Once payment has been received by the seller, the purchaser will be fully responsible for any on site stored material purchased.
5. The buyer will be responsible to coordinate and schedule a meeting at the brick location to transfer the material purchased. TSC will require two representatives from the buyer's party to attend this meeting; a signed written record of the material counting will be required to close the selling transaction.
6. The buyer will be responsible for all costs associated with all materials, equipment, labor, and other incidental materials, tools and appliances needed for the loading, unloading and transportation of brick material from the existing location to its destination. The buyer will be responsible for any material damage during this process.
7. The buyer should exercise reasonable care to avoid any damage to seller's property during the transportation process. The purchaser will be responsible for and repair all damage due to the carelessness of the workers and for any accidents or injuries of the workers.
8. The buyer will be responsible for any broken or damaged brick pallets during the loading, transportation, and unloading process.
9. The bricks were purchased on 2008. Prospect bidders are responsible to verify conditions and characteristics of the brick material and location. The bricks will be sold "As is".

Important Bid Proposal Submittal Documents: The following documents, at minimum, must be filled out, signed by an authorized representative, and returned as part of the bid proposal submittal:

SECTION 4. CONSIDERATION OF BID PROPOSALS

All proposals must be complete and convey all of the information requested to be considered responsive. If the proposal fails to conform to the essential requirements of the Invitation to Bid, TSC alone will determine whether it is a candidate for further consideration.

Pursuant to Texas Education Code Chapter 44, Subchapter B, a College shall award a competitively bid contract at the bid amount to the bidder offering the best value for the College. In determining the best value, the College is not restricted to considering price alone but may consider any other factors stated in the selection criteria. All properly submitted bid proposals will be reviewed in consideration to the following selection criteria factors in determining to whom to award a contract:

- (1) The purchase price;
- (2) The reputation of the vendor and of the vendor's goods or services;
- (3) The quality of the vendor's goods or services;
- (4) The extent to which the goods or services meet the College's needs;
- (5) The vendor's past relationship with the College;
- (6) The impact on the ability of the district to comply with laws and rules relating to historically underutilized businesses.
- (7) The total long-term cost to the College to acquire the vendor's goods or services;
- (8) For a contract for goods and services, other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor's ultimate parent company or majority owner has its principal place of business in this state or employs at least 500 persons in this state.
- (9) Any other relevant factor specifically listed in this invitation to bid.

SECTION 5. CONTRACT AWARD PROCESS

By submitting a bid proposal in response to this Invitation to Bid, the Respondent(s) accepts the "Competitive Bidding" method selection process and acknowledges and accepts that determination of the "Best Value" Respondent (s) will require subjective judgments by TSC.

If the College awards a contract, it will award the contract to the Respondent(s) whose bid proposal (s) is considered to be the most advantageous to College and is determined to be the best qualified. However, the TSC Board of Trustees will have the final determination to award a contract.

TSC reserves the right to consider any bid proposal "non-responsive" if the fees are determined to be unreasonable or irresponsible in relation to the other submitted bid proposals.

Proposer (s) will be notified of any decision made after a contract is approved and awarded by the TSC Board of Trustees.

Open Records: TSC considers all information, documentation and other materials submitted in response to this solicitation to be of a non-confidential and/or non-proprietary nature and therefore shall be subject to public disclosure under the Texas Public Information Act (Texas Government Code, Chapter 552). Notwithstanding the foregoing, disclosure of information related to this solicitation shall be made only after a purchase order contract is award.

EXHIBITS

Exhibit A

PRICING FORM

To: Patricia G. Saldivar
Coordinator of Purchasing
Texas Southmost College
Tandy 207
80 Fort Brown St.
Brownsville, Texas 78520

Note: Mark outside of envelope,

Proposal For: **“Sale of Brick Material”**

In submitting this bid, I agree:

1. To hold price open for a period of ninety (90) days after the opening date.
2. To enter into and execute a Purchase Order Contract with the Texas Southmost College, if awarded on the basis of the bid proposal, and to furnish Bonds if required, in accordance with the owner’s requirements and instructions.
3. To accomplish the work in accordance with the statement of work, description of services and other terms provided.

Specifications:

Cored and solid bricks

Characteristics: modular size (depth 3-5/8” x height 2-1/4” x length 7-5/8”)

Quantities available: Cored 618,125 and Solid 146,625

In compliance with the above, I propose to purchase:

The quantity of _____ **cored bricks** for the unit price of \$ _____ and/or,

The quantity of _____ **solid bricks** for the unit price of \$ _____

ACKNOWLEDGEMENT OF ADDENDA

Respondent acknowledges receipt of the following addenda to the captioned Invitation for Bid (initial if applicable):

Failure to properly acknowledge addenda may result in disqualification.

Addendum # _____ Initials: _____

Addendum # _____ Initials: _____

Addendum # _____ Initials: _____

In submitting this proposal, I certify that _____ (Name of Individual/Firm) has not been found guilty in a judicial or state administrative insurer proceeding for unfair business practices within the year preceding the date of this statement.

I further certify that I, or any officer of _____ (name of individual/firm), has not served within the past years as an officer of another company which has been found guilty in a judicial or state administrative insurer proceeding of unfair business practice.

Respectfully submitted,

By: Signature and Title

Firm

Date

Address

City

State

Phone Number

Email address

Exhibit B CAMPUS MAP



International, Technology, Education
and Commerce Center (ITECC)

BUILDINGS		
Fort Brown Memorial Center	1	23
TSC Arts Center	2	24
Commandant's Quarters	3	25
Champion Hall	4	26
Gorgas Hall	5	27
Old Mesquite	6	28
Commissary Building	7	29
Commissary Annex	8	30
Regiment House	9	31
Oliveria Student Services Center	10	32
Tandy Hall	11	33
Lighter Center	12	34
Music Building	13	35
Old Education Building	14	36
Newman Center	15	37
Eidman Hall	16	38
Gaza Gymnasium	17	39
Gymnasium Annex	18	40
South Hall	19	41
North Hall	20	42
Guerra Early Childhood Center	21	43
M2 Building	22	
M1 Building		23
Carter Hall		24
Rustenberg Hall		25
Smith Amphitheater		26
Bookstore		27
Cowley Hall		28
Science Engineering and Technology (SETe)		29
SETe MO		30
Recreation, Education and Kinology		31
Scorpion Field		32
Fort Brown Memorial Golf Course		33
Physical Plant and Central Beeching		34
Riverside II building		35
RK Center Field		36
American Legion building		37
Center for Early Childhood Center		38
Old Art League Building		39
Armory Building		40
Thermal Plant		41
UTB University Library		42
		43

PARKING		
General	P1	P4
Student / Visitor	P2	
Faculty / Staff	P3	

Primary Golf Cart Route ● Golf Cart Parking ● Motorcycle Parking

