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1.0 NOTICE AND INSTRUCTIONS TO VENDORS OF HERBICIDES FOR VEGETATION CONTROL

RFX No. 3140001432

The Mississippi Transportation Commission (MTC) intends to use the Reverse Auction process to award an agency contract for the purchase of Herbicides for Vegetation Control for the Mississippi Department of Transportation (MDOT). The contract period shall be **Commission Approval through August 31, 2019**. This Request for Quotes Formal (RFQF) is the first step in the Reverse Auction Process. The purpose of the RFQF is to solicit qualifications from interested parties meeting bid requirements and Specifications, in order to determine the qualified vendors to participate in the Live Reverse Auction.

2.0 STATEMENT OF QUALIFICATION

2.1 SOQ SUBMITTAL DEADLINE

Statements of Qualifications (SOQs) in response to this RFQF will be accepted until **2:30 P.M. Monday, July 16, 2018**. An SOQ may be submitted in hard copy form at the William J. "Billy" McCoy Building, (Department of Transportation Building), Procurement Division, 5th Floor, 401 N. West, Jackson, Mississippi, 39201 or electronically into the MAGIC Procurement Portal as described herein.

2.2 REVERSE AUCTION NOTIFICATION

The Reverse Auction process will be restricted and limited to qualified vendors that meet the bid requirements and Specifications of the RFQF. MDOT will notify all vendors submitting an SOQ of whether they have been pre-qualified to bid or not. Successful RFQF respondents will receive an e-mail that they have pre-qualified to bid in the Live Reverse Auction. The email will contain the time and date of the Live Reverse Auction. Vendors not meeting the bid requirements and specifications of the RFQF will not be allowed to participate in the Live Reverse Auction.

2.3 BASE LINE STARTING PRICE OF REVERSE AUCTION

SOQs submitted by qualified vendors will be evaluated in conjunction with other market research to determine the base line starting price for the Reverse Auction.

2.4 RESPONSE TO RFQF

When submitting the SOQ, the vendor must ensure all questions have been answered within the RFQF and all proposed items in the RFQF have a response.

2.5 ELECTRONIC SOQ SUBMITTAL

SOOs are encouraged and are preferred to be submitted electronically through the State of Mississippi's MAGIC system at the following websites:

<https://portal.magic.ms.gov> (Preferred)

or [https://www.ms.gov/dfa/contract bid search/Contract](https://www.ms.gov/dfa/contract%20bid%20search/Contract).

Please use the websites above to search for RFX No. 3140001432

Attachments D (if applicable), E ,and F need to be submitted with the SOQ.

2.6 ELECTRONIC SOQ SUBMITTAL ASSISTANCE

You must have the RFQF number listed in the advertisement. If you need assistance, please call the Mississippi Management and Reporting System (MMRS) help desk at 601-359-1343, select Option 2 for MAGIC functionality. Please allow a day or two for assistance with your issues

2.7 VENDOR REGISTRATION IN MAGIC

Vendors must be registered in MAGIC when submitting an SOO and to participate in the Live Reverse Auction.

If the vendor is not registered as a vendor for the State of Mississippi, please go to the following website: <http://www.dfa.ms.gov/dfa-offices/mmrs/mississippi-suppliers-vendors/> and click on Mississippi Suppliers (Vendors) on left side of the webpage. Arrow to bottom of page and select Supplier Self Service and click the link "MAGIC Supplier Self-Service Reference Guide" (**Attachment A**). This has information to help you register as a vendor for the State of Mississippi and **information pertaining to the electronic RFQF process.** Should you need assistance, please contact the MMRS help desk at 601-359-1343.

2.8 SURROGATE SOQ SUBMITTAL

If the vendor is unable to submit an SOQ electronically through the MAGIC System, a sealed paper SOQ can be submitted by the vendor and entered manually by an MDOT representative on behalf of the vendor into the MAGIC System.

Sealed SOQs will be received by the MTC at its offices at the William J. "Billy" McCoy Building, (Department of Transportation Building), Procurement Division, 5th Floor, 401 N. West, Jackson, Mississippi, 39201 until **2:30 P.M., Monday, July 16, 2018.**

Vendors requesting the manual entry of an SOQ by an MDOT representative must complete **Section 10.0** below, which indicates that the vendor allows MDOT to enter the sealed paper SOQ manually into the MAGIC System on behalf of the vendor.

3.0 RFQF SPECIFICATIONS

3.1 HERBICIDE SPECIFICATIONS

All materials must conform to the Mississippi Standard Specifications for Road and Bridge Construction of 2017 and any amendments thereto, where applicable

All items must be new and current make and model.

All products supplied on this bid must be on the "Approved Products List for Chemicals for Vegetation Control" for the Mississippi Department of Transportation (**Attachment B**). Additional products may be added to the Approved Products List after being successfully tested in the field by the Mississippi Department of Transportation or its appointed designee, then approved by the Mississippi Department of Transportation Roadside Vegetation Management Committee and further approved by the Deputy Executive Director-Chief Engineer of the Mississippi Department of Transportation.

3.2 SPECIFICATIONS AND HANDLING REQUIREMENTS FOR RETURNABLE/REFILLABLE 15 GALLON POLYETHYLENE CONTAINERS

The 15 gallon containers shall be consistent in size and shape, be natural in color, have one-gallon measuring increments, have handling rings top and bottom, and have a convex bottom with a sump in the center to allow complete removal of all material.

The containers shall be equipped with a micro-matic valve and dip tube to facilitate complete removal of all material. There shall be only one opening which accommodates the micro-matic valve and dip tube. The container shall be vented via the micro-matic valve. There shall be no additional external venting.

The containers shall meet all Federal and State laws and regulations.

The containers shall be sealed and tamper evident.

The containers shall have a permanent number affixed to them to facilitate tracking.

The empty containers shall be picked up for return within four days of notification.

Products shall be ordered and shipped in pallet quantity of nine (9) 15-gallon containers per pallet. Multiple products may be ordered and shipped together on one pallet in order to meet the pallet quantity requirement.

Empty containers shall be returned in pallet quantities as well.

Delivery time frame:

The vendor will ship all material within three (3) days of receipt of order to the specified destination.

Freight: Bid is F.O.B. destination. Any freight charges must be included in the bid prices.

3.3 SURFACTANT

The successful vendor is required to submit a certified analytical analysis of surfactant by lot or batch number for compliance with Mississippi Department of Transportation specifications prior to shipment.

4.0 NON-APPROVED PRODUCT EVALUATION PROCESS

In order to have a material/product evaluated for possible inclusion into our Roadside Management Program, a completed Product Evaluation Form, ADM 361, shall be submitted to the Mississippi Department of Transportation State Maintenance Engineer.

This form may be routed via any Mississippi Department of Transportation District Roadside Development Supervisor or the Mississippi Department of Transportation State Roadside Maintenance Specialist.

After the proper documentation has been presented, the Vegetation Management Committee of the Mississippi Department of Transportation at its next regularly scheduled meeting will discuss the proposed product and its place in our existing program.

If the committee feels the material/product fits a need within our Vegetation Management Program, the Mississippi Department of Transportation will ask its approved designee to initiate the appropriate research or material/product evaluation.

Additional materials/products may be added to the Approved Products List after being successfully tested in the field by the Mississippi Department of Transportation or its appointed designee, the Roadside Vegetation Management Committee, votes to add it to the list, and the Deputy Executive Director-Chief Engineer approves the recommendation of the committee.

or

Additional material/products may be added to the Approved Products List after sufficient documentation has been provided for evaluation by the Mississippi Department of Transportation or its appointed designee to determine its performance for roadside use and the Roadside Vegetation Management Committee votes to add it to the list, and the Deputy Executive Director-Chief Engineer approves the committee recommendation.

5.0 LIVE REVERSE AUCTION

5.1 LIVE REVERSE AUCTION INTRODUCTION

The items in Section 5.0 apply for vendors who are prequalified to participate in the Live Reverse Auction. The Live Reverse Auction process will be restricted and limited to qualified vendors that meet the bid requirements and Specifications of the RFQF.

5.2 LIVE REVERSE AUCTION TECHNICAL REQUIREMENTS

The technical requirements for participating in the Live Reverse Auctions are:

Acceptable Internet Browser(s)

- Microsoft Internet Explorer (IE) version 11
- Google Chrome with a Chrome extension called "IE Tab Extension" installed/enabled

Note: Pop-up blocker must be turned off

Java

Live Reverse Auction requires Java version 6.30 or higher. Java can be downloaded from the following website:

<https://www.java.com/en/download/>

For information pertaining to the technical requirements for Live Reverse Auctions in the MAGIC System see **Attachment C**.

5.3 VENDOR PARTICIPATION IN THE LIVE REVERSE AUCTION

If a vendor is unable to participate in a Live Reverse Auction through the MAGIC System, the vendor may request technical assistance from MDOT for the Live Reverse Auction. Technical assistance may include use of equipment for accessing the bidding system or an MDOT representative to enter the bid manually (surrogate bidding). The vendor must be physically present at the location of the Live Reverse Auction when seeking technical assistance from MDOT.

5.4 ERRONEOUS PRICE IN LIVE REVERSE AUCTION

If a vendor is participating electronically in a Live Reverse Auction, the vendor can notify MDOT in the event of an erroneous price submittal via the chat message feature. Erroneous price submittals, where the mistake is apparent to MDOT, may be deleted during the live auction.

5.5 LIVE REVERSE AUCTION EXTENSION OF TIME

The auction time may be extended at the discretion of MDOT. Examples of reasons to extend an auction include, but are not limited to, technical difficulties experienced by MDOT or vendor, the need to pause the Live Reverse Auction, or the level of bidding activity within the last few moments of the auction.

5.6 VENDOR COMMUNICATION DURING LIVE REVERSE AUCTION

Communication with vendors participating electronically during the Live Reverse Auction may be done via the Live Chat Feature. MDOT has the ability to send messages to particular vendors or broadcast to all vendors. Vendors can ONLY communicate with MDOT, not other vendors.

5.7 VENDOR REMOVAL DURING LIVE REVERSE AUCTION

Vendors may be removed from a Live Reverse Auction for improper conduct, including, but not limited to, profanity, threats, consistently entering erroneous or frivolous bids, or other disruptive behavior.

6.0 PROTEST PROCEDURE

6.1 PROTEST INFORMATION

It is the intent of the Specifications to obtain a product that will adequately meet the needs of the user while promoting the greatest extent of competition that is practicable. It is the responsibility of the prospective bidder to review the entire Notice and Instructions and proposal packet and to notify MDOT Procurement Division if the RFQF, the Specifications or Instructions are formulated in a manner which would unnecessarily restrict competition. Any question concerning the Specifications or RFQF/Reverse Auction procedures must be received in writing by the MDOT Procurement Division by **10:00 A.M., Monday, July 9, 2018**. Questions may be submitted to facsimile number 601-359-7302, or email at reverseauction@mdot.ms.gov

The MDOT Procurement Division will prepare a written response to all timely inquiries and forward a copy of same to all persons/companies that have been provided the RFQF by MDOT. Respondents shall rely only on this RFQF and any written communications from the MDOT Procurement Division in submitting proposals. MDOT shall not be bound by any oral communications; respondents who rely upon any oral communications regarding this RFOF do so at their own risk.

Protest of the award of this RFQF/Reverse Auction process shall be done in accordance with Chapter VI of the Procurement Manual of the Office of Purchasing, Travel and Fleet Management of the Mississippi Department of Finance and Administration.

7.0 RFQF/SOQ PROPOSAL GENERAL INFORMATION

7.1 SEALED PAPER SOQ SUBMITTAL

Sealed paper SOQs must be submitted on forms furnished by MDOT or they will not be considered. Letters will NOT be considered a part of your SOQ and any alteration of the RFQF forms in any manner (INCLUDING THE RFQF REQUIREMENTS AND SPECIFICATIONS) shall be considered non-conforming and the SOQ shall be rejected.

Attachments D (if applicable), E, and F need to be submitted with the SOQ.

Facsimile transmissions or email submittal of the SOQ will not be accepted.

7.2 SEALED PAPER ALTERNATE SOQ

If you are submitting an **ALTERNATE SOQ** as a sealed paper SOQ, YOU MUST MAKE COPIES OF THE ORIGINAL FORMS AND SUBMIT AS A SEPARATE SOQ.

8.0 GENERAL VENDOR INSTRUCTIONS

8.1 INSTRUCTIONS FOR VENDORS

Detailed information may be obtained from the MDOT Procurement Division by calling (601) 359-7300.

The MTC reserves the right to reject any and all SOQs. The MTC further reserves the right in the Reverse Auction process to reject any or all bids and to accept all or only certain units of any bid.

Vendor, if selected to participate in the Live Reverse Auction, acknowledges and affirms that the item being bid will be the same in all respects as the item described and submitted in the vendor's SOQ.

It is understood that all SOQs are submitted on the basis of complying with the provisions, terms, and Specifications set out in the RFQF, PROVIDED THAT YOU CAN DO SO UNDER THE VARIOUS GOVERNMENT RULINGS AND DIRECTIVES NOT IN EFFECT OR WHICH MAY BE ISSUED DURING THE PERIOD OF CONTRACT. In the event you bid on furnishing any materials which are prohibited from being manufactured by a Government ruling or directive and are awarded such materials, you will not be required to make such shipment of said prohibited materials so long as Government directive is in effect. **However, any change in Specifications or provisions of the quotation should be discussed with MDOT promptly upon your being advised of the Government ruling or directive necessitating a change.**

The MTC reserves the right to waive minor technicalities when it is in the best interest of the State.

Unless otherwise specified, the successful bid shall be binding for a minimum of sixty (60) days after the date of the Live Reverse Auction. If a bid is withdrawn after the close of the Live Reverse Auction, vendor will be removed from the list of eligible bidders for a period of one (1) year.

Failure to respond on three contract advertisements will remove your name from the prospective bidders list.

Vendor must be duly qualified to do business and in good standing in the State of Mississippi and remain duly qualified and in good standing throughout the term of the contract and for as long thereafter as any obligations may remain outstanding under the contract.

To register or check your status with the State of Mississippi, visit <https://corp.sos.ms.gov/corp/portal/c/page/login/portal.aspx>

8.2 DISCLAIMER

MDOT makes no claims, promises, or guarantees about the accuracy, completeness, and timeliness of the manual entry of the SOQ or the Technical Assistance provided during a Live Reverse Auction. MDOT provides manual entry of the SOQ and Technical Assistance as a service to vendors who do not have access to the electronic bidding through MAGIC. Each vendor will be required to be present and be required to verify the accuracy of each bid entered for the vendor by Technical Assistance. No warranty of any kind, implied, expressed, or statutory, including, but not limited to, the warranties of non-infringement of third party rights, is given with respect to the content of the MAGIC website or the electronic bidding section of the MAGIC website. In no event shall the State of Mississippi, its agencies and/or its employees be liable for any damages related to the access and use of the MAGIC website – regardless of the cause and/or the theory of liability pursued.

8.3 OFFICE CLOSURE

If the location of the sealed SOQ submittal or the Live Reverse Auction is closed for any reason, including but not limited to: acts of God, strikes, lockouts, riots, acts of war, epidemics, governmental regulations superimposed after the fact, fire, earthquakes, floods, or other natural disasters, (the “Force Majeure Events”), vendors will be notified of the new SOQ submittal deadline or qualified vendors will be notified of the new Live Reverse Auction date and time, as is appropriate. MTC and/or MDOT shall not be held responsible for the rescheduling of any deadlines or Live Reverse Auction.

9.0 VENDOR AWARD INSTRUCTIONS

9.1 AWARD CRITERIA

Award will be made, based on the lowest and best bid per line item bid meeting Mississippi Department of Transportation specifications and bid requirements.

Only vendors meeting the MDOT Specifications and RFQF requirements will be allowed to participate in the Live Reverse Auction. Please refer to section **2.2 on page 1** for information on the qualification process of the Live Reverse Auction.

No award will automatically result from a Live Reverse Auction, and MTC will review the results of the Live Reverse Auction and make a determination of award, if any, in a timely manner.

9.2 AWARDED VENDOR INSTRUCTIONS

If award is made by the MTC, a contract will be forwarded to the successful bidder. Upon receipt of the properly executed contract by MDOT, a Purchase Order will be issued. Any action by the bidder, prior to the receipt of the Purchase Order will be at the bidder’s **“OWN RISK”** and the Mississippi Department of Transportation will not be held liable for such action.

Purchases and deliveries will be on as needed basis.

9.3 AGENCY CONTRACT TERM

If an agency contract is awarded and executed in connection with this proposal, the MTC reserves the right to extend the agency contract for this proposal for up to **thirty-six (36) months**, twelve (12) months at one time, upon written acceptance of both parties.

9.4 CANCELLATION OF AGENCY CONTRACT

Any contract or item award may be canceled with or without cause by the MTC upon 30 days written notice of intent to cancel. Cause for the MTC to cancel may include, but is not limited to: cost exceeding current market prices for comparable purchases; request for increase in prices during the period of the contract; or, failure to perform to contract conditions. The vendor will be required to honor all purchase orders prepared and dated prior to the date of expiration or cancellation if received by the vendor within a period of 30 days following the date of expiration or cancellation. Cancellation by the MTC does not relieve the vendor of any liability arising out of a default or nonperformance. If a contract is canceled by the MTC due to the request for increase in prices or failure to perform, vendor may be removed from the bidders list for a period of twelve (12) months. Protests of said removal from the bidders list shall be in accordance with Chapter VI of the Procurement Manual of the Office of Purchasing and Travel of the Mississippi Department of Finance and Administration.

10.0 RFQF SUBMITTAL INSTRUCTIONS FOR A SEALED PAPER SOQ

The instructions in Section 10.0 are for the submittal of the SOQ to be entered manually by an MDOT representative. The vendor has chosen not to submit the SOQ electronically into the MAGIC System.

Please refer to section **2.8 on page 2** of the RFQF packet for further information on the manual entry of the SOQ by an MDOT Representative on behalf of the vendor in the MAGIC System.

SOOs must be submitted in sealed envelope(s).

**** RFOF IDENTIFICATION INFORMATION ON THE OUTSIDE OF THE ENVELOPE
MUST BE AS SHOWN BELOW. ****

STREET DELIVERY:

RFXNO. 3140001432
PROCUREMENT DIVISION (5TH FLOOR)
WILLIAM J. "BILLY" MCCOY BUILDING
MS DEPT. OF TRANSPORTATION
401 NORTH WEST STREET
JACKSON MS 39201

Sign your SOQ and return it, as shown above.

The **"NOTICE AND INSTRUCTIONS"** is a part of your SOQ, sign and return with your SOQ.

MELINDA L. MCGRATH, P.E., EXECUTIVE DIRECTOR
MISSISSIPPI DEPARTMENT OF TRANSPORTATION

DEPENDING ON APPLICABILITY INITIAL ITEMS 1, 2, or 3 BELOW:

- _____ 1. I/We certify that we have read and understand the **"NOTICE AND INSTRUCTIONS"** which is a part of this RFQF.
- _____ 2. I/We certify that we request MDOT to enter my sealed written SOQ on my behalf into the MAGIC System.
- _____ 3. I/We certify that we are requesting technical assistance from MDOT during the Live Reverse Auction and understand the technical assistance by MDOT will be located at the William J. "Billy" McCoy Building (Mississippi Department of Transportation Building), 401 N. West Street, 5th Floor, Procurement Division, Jackson, MS 39201, or other designated location.

Company: _____

Title: _____

Signed By: _____

Date: _____

Name: _____

Email: _____

(Print or Type)

The instructions in Section 11.0 are for the electronic submittal of the SOOs by the vendor in the MAGIC System.

Please refer to sections **2.5 on page 1** of the RFQF packet for further information on the electronic submittal of the RFQF in the MAGIC System.

The **"NOTICE AND INSTRUCTIONS"** is a part of your SOQ, and by submitting an electronic SOQ, the vendor acknowledges and certifies that it has read and understands the **"NOTICE AND INSTRUCTIONS"** which is a part of this RFQF.

MELINDA L. MCGRATH, P.E., EXECUTIVE DIRECTOR
MISSISSIPPI DEPARTMENT OF TRANSPORTATION

Mississippi Transportation Commission

PROPOSAL FOR FURNISHING

HERBICIDES FOR VEGETATION CONTROL

RFX NO. 3140001432

Sir/Madam: Please complete the item below for furnishing a quote pursuant to the RFQF : Pursuant

to your RFQF to be received until **2:30 P.M., Monday, July 16, 2018**, I/We _____ residing at _____ do submit our SOQ for furnishing the following in accordance with the "Standard Specifications for Road and Bridge Construction" adopted 2017, and any amendment made thereto where applicable, your Specifications and the "NOTICE AND INSTRUCTIONS". This proposal is made without collusion on the part of any person, firm or corporation.

Our prices quoted in **U.S. DOLLARS ONLY** for furnishing **HERBICIDES**, FOB, Mississippi Department of Transportation.

Award will be made, based on the lowest and best bid per line item bid meeting Mississippi Department of Transportation specifications and bid requirements.

Unless they are the manufacturer, the Vendor shall provide the Manufacturer's Certificate for each manufacturer of product that is being bid. Failure to provide the Manufacturer's Certificate shall result in the bid being rejected for each item of that manufacturer. A blank Manufacturer's Certificate is included in the Bidder's Packet. (**ATTACHMENT D**)

The awarded Vendor for any restricted use herbicide must be authorized by the Mississippi Bureau of Plant Industry to sell these restricted use products in Mississippi.

PRICING TO BE INDICATED ON ATTACHED SHEETS: ATTACHMENT E

We certify that there is not paid a royalty or patent right, either directly or indirectly, on any of the materials bid on in this proposal. We further certify that this proposal is made without collusion on the part of any person, firm or corporation.

The materials shall be supplied in new containers as specified. These containers shall meet the minimum requirements of the Inter-State Commerce Commission for shipment.

If awarded contract, it is further understood and agreed that, if we fail to make delivery of the chemicals within thirty (30) days ARO on the initial order and ten (10) days ARO on any order thereafter from the Department of Transportation, the Department may cancel the order and buy the chemicals on the open market. In the event that the price on the open market is higher than our contract price, we hereby agree that you may charge us with the difference between the price paid and our contract price.

Price breaks for each bid are to be F.O.B. one MDOT location.

The successful bidder(s) shall make delivery of the initial orders within thirty (30) days after receipt of order.

The successful bidder(s) shall make delivery of all additional/subsequent orders within ten (10) days after receipt of order.

In the event the successful bidder finds that he will be unable to supply all items on an additional/subsequent order within ten (10) days, he shall immediately notify the Mississippi Department of Transportation Procurement Division and in such event the Department shall have the right to purchase the item(s) under separate purchasing procedures with the option of holding the contract vendor responsible for any excess cost of the item(s).

It is anticipated that orders will be placed in a timely manner and every effort will be made to combine orders for delivery.

In the event of unsatisfactory delivery and/or material furnished, the Mississippi Department of Transportation reserves the right to cancel this upon giving the vendor fifteen (15) days notice of its intention to terminate the contract. Upon the giving of such notice, the contract shall automatically terminate as of the date given in said notice. Otherwise, the prices bid shall remain in effect from the date of award through August 31, 2019.

Forty-eight (48) hours minimum notice shall be given to districts prior to delivery.

All products supplied on this bid must be on the "Approved Products List for Chemicals for Vegetation Control" for the Mississippi Department of Transportation (as attached). Additional products may be added to the Approved Products List after being successfully tested in the field by the Mississippi Department of Transportation or its appointed designee, then approved by the Mississippi Department of Transportation Roadside Vegetation Management Committee and further approved by the Deputy Executive Director-Chief Engineer of the Mississippi Department of Transportation.

Further information for submission of products to be approved may be obtained by contacting the Mississippi Department of Transportation, Maintenance Division; P.O. Box 1850; Jackson, Ms. 39215-1850.

COMPANY: _____ NAME: _____
(Print or Type)
ADDRESS: _____ SIGNED BY: _____
_____ TITLE: _____
PHONE : _____ DATE : _____
FAX : _____
EMAIL : _____

13.0

COOPERATIVE PURCHASE

FINAL ACCEPTABLE DELIVERY, AS PER CONTRACT.

TO: HERBICIDE SUPPLIERS

FROM: PROCUREMENT DIVISION, MDOT

DATE: JUNE 2018

We agree to extend the prices quoted for the Mississippi Department of Transportation Procurement Division in RFQF No. 3140001432 for the period of **DFA-OPTFM approval through August 31, 2019**, to the governmental entities indicated below.

Please indicate by checking the appropriate blank for the following:

Governing Authorities _____

Other State Agencies _____

COMPANY: _____

NAME: _____

ADDRESS: _____

SIGNED BY: _____

TITLE: _____

PHONE: _____

DATE: _____

**14.0 MISSISSIPPI DEPARTMENT OF TRANSPORTATION
CONTRACT TERMS AND CONDITIONS**

_____ 1. I/We certify that we have read and understand the "**MISSISSIPPI DEPARTMENT OF TRANSPORTATION CONTRACT TERMS AND CONDITIONS**" (ATTACHMENT G) and if awarded the proposed bid the "**TERMS and CONDITIONS**" will be followed accordingly.

COMPANY: _____

NAME: _____
(Print or Type)

ADDRESS: _____

SIGNED BY: _____

TITLE: _____

PHONE : _____

DATE: _____

FAX : _____

EMAIL : _____

15.0**CHECKLIST INFORMATION**

PLEASE BE SURE THE ITEMS CHECKED BELOW ARE SUBMITTED WITH YOUR SOQ. FAILURE TO DO SO MAY CAUSE YOUR SOQ TO BE CONSIDERED IRREGULAR AND BE REJECTED.

- (X) "NOTICE AND INSTRUCTIONS" SIGNED AND ENCLOSED FOR PAPER SUBMITTAL (SECTION 10.0)
- (X) CORRECT RFQF NUMBER IS USED IN ADDRESS (FROM PROPOSAL PAGE)
- (X) "PROPOSAL" COMPLETED AND ENCLOSED (SECTION 12.0)
- (X) ACKNOWLEDGEMENT OF MDOT CONTRACT TERMS AND CONDITIONS (SECTION 14.0)
- () DETAILED LITERATURE TO PROVE COMPLIANCE WITH SPECIFICATIONS
- () FIVE PERCENT (5%) RFQF BOND ENCLOSED (5% OF THE TOTAL BID)
- () ONE HUNDRED PERCENT (100%) BID BOND ENCLOSED (100% OF THE TOTAL BID)
- (X) LIVE REVERSE AUCTION REQUEST FOR TECHNICAL ASSISTANCE INITIALED (SURROGATE BIDDING ASSISTANCE, IF NEEDED, SECTION 9.0)
- () SPECIAL RFQF BOND \$_____ ENCLOSED
- (X) PRICING PAGES (ATTACHMENT E)
- (X) EEV CERTIFICATION AND AGREEMENT (ATTACHMENT F)
- (X) MNAUFACTURE CERTIFICATE (IF APPLICABLE) (ATTACHMENT D)
- () MISSISSIPPI CONTRACTOR CERTIFICATE OF RESPONSIBILITY NUMBER
- () CONTRACT DOCUMENT SIGNED AND RETURNED
- () SPECIFICATIONS
- () OTHER: CERTIFICATIONS AS FOLLOWS