



University of Missouri (UM) Procurement

BID REQUEST NO.: 20-2228-WJ-K
TITLE: DENTAL HAND PIECES
ISSUE DATE: AUGUST 9, 2018

STRATEGIC SOURCING SPECIALIST: Wade A. Jadwin
PHONE NO.: (573) 341-4049
E-MAIL: jadwinw@mst.edu

RETURN BID NO LATER THAN: AUGUST 16, 2019 AT 2:00 PM CENTRAL TIME

MAILING INSTRUCTIONS: Print or type **Bid Request No.** and **Return Due Date** on the lower left hand corner of the envelope or package. **Bids are to be contained in a sealed envelope and delivered to the following address by the return date and time noted above.**
FAXED OR E-MAILED BID RESPONSES WILL NOT BE CONSIDERED.

RETURN BID TO: UM Procurement
Attention: Wade A. Jadwin
1201 North State Street – G5C
Rolla, MO 65409

You are invited to submit bids on the items or services specified. All bids must be made on this form and shall be subject to the terms and conditions on the reverse side hereof for furnishing items or services of the description listed below. All deliveries shall be made **FOB DESTINATION** with freight charges fully included and prepaid. The seller pays and bears the freight charges.

In compliance with this bid request and subject to all of the terms and conditions thereon, bidder offers and agrees to furnish or deliver the items or perform the services upon which prices are quoted herein, such items or services to be provided within the number of days indicated after receipt by bidder of University Purchase Order. Only cash discounts having a period of thirty (30) days or more will be taken into account in determining the lowest bid. Discount time is compiled from day of delivery and acceptance of items or services or receipt of correct invoice, whichever is later.

The bidder further agrees that the language of this bid document shall govern in the event of a conflict with his/her bid. The bidder further agrees that upon receipt of an authorized purchase order from the University of Missouri or when a Notice of Award is signed and issued by an authorized official of the University of Missouri, a binding contract shall exist between the bidder and The Curators of the University of Missouri.

SIGNATURE REQUIRED

DOING BUSINESS AS (DBA) NAME	LEGAL NAME OF ENTITY/INDIVIDUAL FILED WITH IRS FOR THIS TAX ID NO.
MAILING ADDRESS	IRS FORM 1099 MAILING ADDRESS
CITY, STATE, ZIP CODE	CITY, STATE, ZIP CODE

CONTACT PERSON	EMAIL ADDRESS	
PHONE NUMBER	FAX NUMBER	
TAXPAYER ID NUMBER (TIN)	TAXPAYER ID (TIN) TYPE (CHECK ONE) ___ FEIN ___ SSN	VENDOR NUMBER (IF KNOWN)
VENDOR TAX FILING TYPE WITH IRS (CHECK ONE) (NOTE: LLC IS NOT A VALID TAX FILING TYPE.) ___ Corporation ___ Individual ___ State/Local Government ___ Partnership ___ Sole Proprietor ___ Other _____		
AUTHORIZED SIGNATURE	DATE	
PRINTED NAME	TITLE	

BID REQUEST AND BID CONDITIONS

This Bid Request and Bid is made upon and subject to the following conditions, all of which are accepted by bidder. Upon acceptance by University, this Bid Request and Bid and the University Purchase Order issued thereon shall constitute the contract for furnishing the items described in the bid in strict conformity with the contract instruments.

1. No oral explanation in regard to the meaning of the specifications will be made, and no oral interpretation will be given before the award of the contract. If any person contemplating submitting a bid for this contract is in doubt as to the true meaning of any part of the specifications or any other proposed contract documents, he may submit to the University a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt delivery. Any interpretation of the proposed documents will be made by addendum duly issued or delivered to each person receiving a set of such documents. The University will not be responsible for any other explanation or interpretations of the proposed documents.
2. The University reserves the right to reject any and all bids and to waive any informality in bids.
3. Whenever the name of a manufacturer or vendor is mentioned on the face hereon and words "or equal" do not follow, it shall be deemed that the words "or equal" shall follow such designation unless the context specifies "no substitution". University assumes that items bid as equal are equal. University reserves the right to return at the bidder's expense all items that are furnished which are not acceptable as equals to items specified by the Bid Request and Specifications, and vendor agrees to replace such items with satisfactory items at the original bid price.
4. All items bid shall be new unless otherwise specified by the University.
5. Bidder agrees to unconditionally guarantee all items bid upon against defects in material and workmanship for a period of one year from the date of acceptance by the University unless otherwise specified.
6. Unless it is so noted on the bid it will be deemed that the article furnished is that designated. If the vendor proposes to furnish an item of a different manufacturer or vendor other than the one specified on the face hereof, the manufacturer or vendor of the substituted items shall be noted and complete descriptive literature describing the items to be substituted must accompany the bid.
7. Materials and services furnished the University are not subject to either Federal Excise Taxes or the Missouri Sales Tax. Exemption certificates will be furnished on request.
8. Prices quoted are to be firm and final and prices shall be stated in units of quantity specified with packing and drayage charges included.
9. Shipments shall be marked as directed on the Purchase Order.
10. C.O.D. shipments will not be accepted. All shipping charges must be PREPAID. No packing or drayage charges will be allowed.
11. The University will not be responsible for articles or services furnished without a Purchase Order.
12. Risk of loss or damage to the goods prior to the time of their receipt and acceptance by the University is upon the vendor.
13. All invoices and correspondence shall show the Purchase Order Number. All invoices must be rendered in duplicate and contain full descriptive information on items or service furnished. Separate invoices shall be rendered for each order and forwarded to the University.
14. Vendor agrees to defend, protect and save the University harmless from all claims and actions arising out of patent infringement.
15. University reserves the right to cancel all or any part of orders if shipment is not made as promised. Vendor shall notify the University if shipment cannot be made as promised. Time of proposed delivery must be stated in definite terms in the space provided.
16. The bidder hereby guarantees that no article listed herein is adulterated or misbranded within the meaning of the Federal Food, Drug and Cosmetic Act or an article which may not, under the provisions of Federal Law, be introduced into interstate commerce.
17. Samples, when required, are to be furnished prior to the date specified for receipt of bids.

18. In case of any doubt or difference of opinion as to the items to be furnished hereunder or the quality thereof, the decision of the UM Chief Procurement Officer shall be final and binding upon both parties.

19. The University reserves the right to award an order to the lowest aggregate bidder for all items or on an item basis, or a group of like items, whichever is found to be in the best interest of the University. If a split award is not acceptable to a bidder, it must be stated in the bid response.

20. In awarding the contract, the University may take into consideration the skill, facilities, capacity, experience, ability, responsibility, previous work, the financial standing of the bidder or bidders; the amount of other work being carried on by the bidder; the quality, efficiency, and construction of the equipment proposed to be furnished; the period of time within which the equipment is to be furnished and delivered; and the necessity of prompt delivery of the items herein described. The inability of any bidder to meet the requirement mentioned above may be cause for rejection of his bid.

21. In the event that time and materials are a portion of this bid, the University reserves the right to audit vendor's records concerning this bid.

22. All items or services to be furnished hereunder shall meet all applicable State and Federal requirements of the Occupational Safety and Health Standard. All alleged violations and deviations from said State and Federal regulations or standards of the items of services to be furnished hereunder, must be set forth on the Bid Form at the time of submission of the bid. Or if at any later date the items or services contained herein shall not meet all applicable state and federal requirements after the bidder is awarded the contract hereunder the bidder must notify the Campus Purchasing Manager, immediately by certified mail, return receipt requested.

23. The University serves from time to time as contractor for the United States Government. Accordingly, the provider of goods and/or services shall comply with federal laws, rules, and regulations applicable to subcontractors of government contracts including those relating to equal employment opportunity and affirmative action in the employment of minorities (Executive Order 11246), women (Executive Order 11375), persons with disabilities (29 USC 706 and Executive Order 11758), and certain veterans (38 USC 4212 formerly [2012]) contracting with business concerns with small disadvantaged business concerns (Publication L. 95-507). Contract clauses required by the Government in such circumstances are incorporated herein by reference.

24. The Curators of the University of Missouri have adopted a policy which is binding upon all employees and departments of the University, and which by contract shall be binding upon independent contractors and subcontractors with the University, whereby all other things being equal, and when the same can be secured without additional cost over foreign products, or products of other states, a preference shall be granted in all construction, repair and purchase contracts, to all products, commodities, materials, supplies and articles mined, grown, produced and manufactured in marketable quantity in the State of Missouri and to all firms, corporations or individuals doing business as Missouri, firms, corporations, or individuals. By virtue of the foregoing policy, preferences will be given to materials, products, supplies, or provisions, and all other articles produced, manufactured, mined or grown within the State of Missouri, and to all firms, corporations or individuals doing business as Missouri firms, corporations or individuals. Each bidder submitting a proposal agrees to comply with and be bound by the foregoing policy.

NOTICE TO BIDDERS

UM Procurement requests bids to **FURNISH and DELIVER NEW DENTAL HAND PIECES - RFB # 20-2228-WJ-K**, which will be received by the undersigned at the University of Missouri (UM) Procurement, 1201 North State Street – G5C, Rolla, Missouri, 65409 until 2:00 pm, Central Time August 16, 2019. Bids will be opened and identified starting at 2:05 p.m., Central Time.

FAXED OR E-MAILED BID RESPONSES WILL NOT BE CONSIDERED.

Specifications and the conditions of bid together with the printed form on which bids must be made may be obtained from UM Procurement at 1201 North State Street – G5C, Rolla, Missouri, 65409, by phoning 573-341-4049, or online at;

<https://www.umsystem.edu/ums/fa/procurement/bids>

The University reserves the right to waive any informalities in bids and to reject any or all bids.

THE CURATORS OF THE
UNIVERSITY OF MISSOURI

By: **Wade A. Jadwin, Strategic Sourcing Specialist**
UM Procurement

Dated: August 9, 2019

UNIVERSITY OF MISSOURI SPECIAL CONDITIONS

1. SCOPE OF AGREEMENT

UM Procurement for the Curators of the University of Missouri propose to enter into an agreement whereby contractor shall furnish and deliver dental hand pieces as outlined in these specifications. All costs related to furnishing and delivery of said services, whether or not specifically mentioned herein, shall be included in contractor's BID.

- The successful vendor will train UMKC personnel at UMKC's request.
- The successful vendor will supply repair parts for four (4) year period with start-up inventory.
- The successful vendor will retro-fit units to accommodate hand piece at vendor's cost.
- The hand pieces will have permanent bar coding to withstand steam sterilizer.

Vendors proposing hand pieces requiring daily lubrication shall supply the following to UMKC at no cost:

- Adequate lubrication stations to allow a 30 minute turn-around of all hand pieces
- Supplies necessary to operate the lubrication stations, and
- Personnel (or an equivalent sum of money) to perform the required lubrication process within the time in no. 1 (i.e., 30 minutes).

The total cost of operating the hand piece program at the School of Dentistry shall be an important consideration in evaluating all Bids.

The successful vendor must re-furbish hand pieces on an annual basis at UMKC's request.

All Bidders are to state steps that will be taken in refurbishing hand pieces.

All bidders shall State Warranty specifics.

At the option of the University, any bidder may be required to furnish a demonstration or trial of equipment bid to determine the quality and performance of the equipment ease of use, dependability of the equipment and compliance with specifications. The reputation of the proposed equipment in the Dental Industry may also be taken into account. If required, the University may test the equipment for a maximum of eight weeks. The bidder must make equipment and technical staff available for on-site testing by the University. All costs, including transportation, associated with the evaluation shall be borne by the bidder.

The contract period shall be five (5) years commencing each year on September 1st subject to the right of either party to cancel the agreement on August 31st of each year upon giving the other party 120 days advanced notice in writing of its intent to cancel.

2. DELIVERY

After the award of the contract, the decision of the University of Missouri as to the quality of the product or service rendered shall be conclusive and binding upon both parties.

All items furnished must be delivered F.O.B. University of Missouri-Kansas City, Full-Freight Allowed, at the location stipulated in the order.

3. PRICE:

Prices listed must be all inclusive, including but not limited to shipping/delivery costs. The University of Missouri is tax exempt. A tax exemption certificate will be supplied upon request. Prices listed in your response are to remain unchanged during the contract term. The pricing during the contract term will remain unchanged.

4. PAYMENT

- A) All Bids are to be submitted on the basis of payment by University check. Payment will be made per agreed payment terms, after completion of delivery, and acceptance by the University, of the services requested. Acceptance will be certified by University of Missouri (UM) Procurement.
- B) The successful Bidder will make applications for payment by furnishing the University with an original invoice, setting forth the quantity and total value of the each delivery.
- C) Invoices properly prepared and executed by the successful Bidder are to be sent to the office of Accounts Services, Jesse Hall –Room 00325, Columbia, Missouri 65211. **All invoices must include the Purchase Order Number assigned, if applicable.**

D) PAYMENT TERMS

All bids are to be submitted on the basis of payment by University check, terms Net 30. Payment shall be made within thirty (30) days after receipt of item, acceptance of item, and receipt of invoice, rendered in duplicate to the address listed on the purchase order. Acceptance of items will be upon verification that all items provided meet or exceed the specification of this bid. The University may withhold payment or make deductions as may be necessary to protect the University from loss or damage on account of defective work, claims, damages, or to pay for repair or correction of products/services furnished hereunder. Any different payment terms desired by bidder must be clearly stated and may or may not be accepted by the University. A payment schedule may be negotiated with the successful bidder. If prepayment is required, the Successful Bidder may be required to provide a performance bond or irrevocable letter of credit at no cost to the University for the full-amount of prepayment.

5. APPROVED EQUAL

The following item designations are those of the manufacturer's indicated. Bids are to be submitted accordingly or of UMKC School of Dentistry APPROVED EQUAL. If bidding on other brands it is requested that all bidders submit with their bids descriptive literature and detailed specifications on items they propose to furnish. Bids received without descriptive literature and detailed specifications **WILL BE REJECTED**.

6. REQUIREMENTS- SLOW SPEED AND HIGH SPEED HAND PIECES

ITEM SPECIFICATIONS – STAR SLOW SPEED HAND PIECE. INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

#262262 Titan 3 Motor 20K Lubefree
#260144 Swivel Titan 4 Line
#258443 Titan 3 Torque Multiplier Lubefree
#257506 Titan 3 Straight Nose Cone Lubefree
#264073 Titan 3 Motor to Angle Adapter Lubefree
#264151 Titan 3 Ball Bearing Autochuck FG Angle Lubefree
#264146 Titan 3 Ball Bearing Auto Latch Angle Lubefree

Specifications for slow speed hand piece to include but not limited to the following:

1. Air motor capable of speeds of 5 to a maximum of 20,000 RPM Lube free
2. To operate on a maximum of 45 PSI air pressure
3. Motor-to angle adaptor to have an on/off quick connect mechanism Lube free
4. All attachments to swivel 360 degree attached to motor drive.
5. Handpiece motor and all attachments to be steam autoclaveable at 275 degree F.
6. Handpiece and all attachments to be constructed of durable material.
7. To have an autolatch angle Lube free
8. Friction grip angle to have autochuck. Chuck to be push button type friction grip chuck without the use of a bur changing tool.
9. Motor and attachments to be UL Listed and Approved.
10. Attachment to accommodate disposable prophylaxis angle.
11. Straight nose cone Lube free
12. Handpiece and all attachments must be lubefree.
13. 4-Year School Warranty must apply.

Note: It is anticipated up to 200 sets will be purchased each year 2019-2024.

ITEM SPECIFICATIONS – STAR HIGH SPEED HAND PIECE. INCLUDE BUT ARE NOT LIMITED TO THE FOLLOWING:

#268840 430 SWL high speed handpiece Lubefree satin finish
#263758 Swivel Fiber Optic 4 Line

Specifications for high speed hand piece to include but not limited to the following:

1. Handpiece motor to operate on a maximum of 45 PSI air pressure and to consume a maximum of 1.8 CFM air flow during maximum operation.
2. To have an easily changed precision air double bucket 8 blade turbine requiring no special tools and can be field changeable.
3. Turbine to be housed in handpiece head.

4. To have an autochuck with push button bur-changing mechanism without the use of a special bur changing tool or lever.
5. To operate at a minimum of 350 RPMs.
6. Handpiece to be constructed of a minimum of 100% high quality stainless steel.
7. Handpiece to have an on/off quick connect mechanism.
8. Handpiece to be fully steam autoclavable at 275 degrees F.
9. To have a coaxial spray system which will deliver water coolant, and spray mist to bur cutting edge.
10. Handpiece to have a 360 degree removable swivel connector.
11. Total weight of handpiece to be maximum of 67 grams.
12. Handpiece to have solid glass rod fiber optic.
13. Handpiece to come complete with maintenance instructions
14. Handpiece to be U.L. approved.
15. Handpiece must be lubefree
16. 4-Year School Warranty must apply.

Note: It is anticipated that up to 200 sets will be purchased each year 2019-2024.

7. QUANTITIES

The University will not be required to purchase the estimated amount, but the successful Bidder shall furnish and deliver the items listed below in shipments requested by the UM Procurement, or their authorized representative, at the prices set forth in their Bid, regardless of whether the amount is more or less than the amount indicated herein. The quantities listed are for informational purposes only and do not represent a guarantee as to actual quantities to be purchased.

8. AWARD OF CONTRACT

Award shall be made on an “all or none” basis to the lowest total bidder for all items combined. However, the University reserves the right to award an order to the lowest aggregate bidder for all items or on an item basis, or a group of like items, whichever is found to be in the best interest of the University. If a split award is not acceptable to a bidder, it must be stated in the bid response.

All items to be as indicated or approved equal.

Note: The University of Missouri reserves the right to negotiate best and final terms with the respondent selected.

9. CAMPUS CONTACT

UM Procurement is the issuing office for this RFB and all subsequent addenda relating to it. UM Procurement is the sole point of contact regarding all Procurement and contractual matters relating to the requirements described in this RFB. UM Procurement is the only office authorized to change, modify, clarify, etc., the specifications, terms, and conditions of this RFB and any contract(s) awarded as a result of this RFB.

Questions prior to submission of the bid should be directed in writing to the UM Procurement, Attn: Wade A. Jadwin. Questions are to be sent in writing by e-mail to jadwinw@mst.edu. The deadline for questions is Wednesday, August 12, 2018, 2:00 p.m. CDT.

10. ADDITIONAL TERMS:

If Bidder has additional terms and condition which must be considered, a copy of the additional terms and conditions must be included with bid response. The terms and conditions must not be in conflict with any terms and conditions or specifications as listed in this request for bids. The request for bids is the controlling agreement with any additional terms submitted being supplementary. Terms submitted will be reviewed by the University's General Counsel. Both parties must reach agreement on terms and conditions prior to award of a contract. If both parties cannot reach mutual agreement upon terms and conditions, the response may be rejected and the award made to the next low bidder.

11. INSURANCE:

Contractor agrees to maintain, on a primary basis and at its sole expense, at all times during the life of any resulting contract the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as the University's review or acceptance of insurance maintained by Contractor is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Contractor under any resulting contract. Coverage to be provided as follows by a carrier with A.M. Best minimum rating of A- VIII.

Commercial General Liability

Contractor agrees to maintain Commercial General Liability at a limit of not less than \$1,000,000 Each Occurrence, \$2,000,000 Annual Aggregate. Coverage shall not contain any endorsement(s) excluding nor limiting Product/Completed Operations, Contractual Liability or Cross Liability. Contractor may satisfy the minimum liability limits required for Commercial General Liability or Business Auto Liability under an Umbrella or Excess Liability policy. There is no minimum per occurrence limit of liability under the Umbrella or Excess Liability; however, the Annual Aggregate limit shall not be less than the highest "Each Occurrence" limit for either Commercial General Liability or Business Auto Liability. Contractor agrees to endorse the University as an Additional Insured on the Umbrella or Excess Liability, unless the Certificate of Insurance state the Umbrella or Excess Liability provides coverage on a "Follow-Form" basis.

Business Auto Liability (If required in service performance)

Contractor agrees to maintain Business Automobile Liability at a limit not less than \$1,000,000 Each Occurrence. Coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event Contractor does not own automobiles, Contractor agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.

Workers' Compensation & Employers Liability

Contractor agrees to maintain Workers' Compensation in accordance with Missouri State Statutes or provide evidence of monopolistic state coverage. Employers Liability with the following limits: \$500,000 each accident, disease each employee and disease policy limit.

Contract Language

The Curators of the University of Missouri, its officers, employees and agents are to be Additional Insured with respect to the project to which these insurance requirements pertain. A certificate of insurance evidencing all coverage required is to be provided at least 10 days prior to the inception date of the contract between the contractor and the University. Contractor/Party is required to maintain coverages as stated and required to notify the University of a Carrier Change or cancellation within 2 business days. The University reserves the right to request a copy of the policy. The University reserves the right to require higher limits on any contract provided notice of such requirement is stated in the request for proposals for such contract.

Indemnification

The Contractor agrees to defend, indemnify, and save harmless The Curators of the University of Missouri, their Officers, Agents, Employees and Volunteers, from and against all loss or expense from any cause of action arising from the Contractor's operations. The contractor agrees to investigate, handle, respond to and provide defense for and defend against any such liability, claims, and demands at the sole expense of the Contractor or at the option of the University, agrees to pay to or reimburse the University for the Defense Costs incurred by the University in connection with any such liability claims, or demands.

The parties hereto understand and agree that the University is relying on, and does not waive or intend to waive by any provision of this Contract, any monetary limitations or any other rights, immunities, and protections provided by the State of Missouri, as from time to time amended, or otherwise available to the University, or its officers, employees, agents or volunteers.

Failure to maintain the required insurance in force may be cause for contract termination. In the event the Agency/Service fails to maintain and keep in force the required insurance or to obtain coverage from its subcontractors, the University shall have the right to cancel and terminate the contract without notice.

The insurance required by the provisions of this article is required in the public interest and the University does not assume and liability for acts of the Agency/Service and/or their employees and/or their subcontractors in the performance of this contract.

The current Certificate of Insurance shall be included in the bidder's response.

12. ADDENDUMS:

It is the responsibility of the bidder to check if an addendum(s) has been posted on the University of Missouri Procurement Services website bid page (see provided link below) while the bid is open. Failure to do so could result in an incomplete bid response being submitted.

<https://www.umsystem.edu/ums/fa/procurement/bids>

Item 1

Quantity	Description	Unit Cost
200	#262262 Titan 3 Motor 20K Lubefree	\$
200	#260144 Swivel, Titan, 4-Line	\$
200	#258443 Titan 3 Torque Multiplier, Lubefree	\$
200	#257506 Titan 3 Straight Nose Cone, Lubefree	\$
200	#264073 Titan 3 Motor-To-Angle Adaptor, Lubefree	\$
200	#264151 Titan 3 Ball Bearing Auto Chuck FG Angle, Lubefree	\$
200	#264146 Titan 3 Ball Bearing Auto Latch Angle, Lubefree	\$

Total Cost \$ _____

Item 2

Quantity	Description	Unit Cost
200	#268840, 430 SWL High Speed Handpiece, Lubefree, Satin Finish	\$
200	#263758, Swivel, Fiber Optic, 4-line	\$

Total Cost \$ _____

**ATTACHMENT A
SUPPLIER DIVERSITY PARTICIPATION FORM**

The University of Missouri System is committed to and supports supplier diversity because it is essential to the University’s mission and core values. The University’s Supplier Diversity efforts reflect this mission.

Tier 2 Supplier Diversity Information - The University strongly encourages Supplier Diversity participation in all of its contracts for goods and services. Tier 2 Spend is spend reported by primary suppliers of the University of Missouri who subcontract work to, or make purchases from a diverse supplier. Depending upon the contract, primary suppliers will be asked to submit Tier 2 information with Women and Diverse Owned companies. Suppliers have two options in reporting Tier 2 dollars depending on the terms of the contract: Direct and Indirect. Awarded suppliers may be asked to utilize CVM Solutions for reporting Tier 2 spend.

- Direct dollars - those dollars directly spent with Women and Diverse Owned suppliers in the fulfillment of the contract.
- Indirect dollars - based on a percentage of revenue the University represents to the supplier. An example is as follows:
 - Supplier's Total Revenues: \$10,000,000
 - Revenues from University \$: \$ 4,000,000
 - University % of Total Revenues: 40% (#2 divided by #1)
 - Total MBE Dollars \$: \$ 150,000
 - Total WBE Dollars \$: \$ 150,000
 - Total University Attributable MBE \$: \$ 60,000 (#3 multiplied by #4)
 - Total University Attributable WBE \$: \$ 60,000 (#3 multiplied by #5)
 - Total University Attributable MWBE \$: \$ 120,000 (Sum of #6 and #7)
 - University % Attributable Revenue: 3% (#8 divided by #2)

1. Does your company have a Supplier Diversity Program? If so, describe efforts your company has made to increase business with Women and Diverse Owned businesses (i.e. does your company have a policy statement, participate in outreach activities, promote diverse firm subcontracting, publicize contract opportunities, provide certification assistance, etc.?) Please provide examples (use additional pages if needed): _____

2. What percentage of your company's total contracting and procurement spend for the prior year was with Women and Diverse Owned businesses? Are you able to provide this information specific to University of Missouri business? _____

3. Complete the following table indicating the percentage your company will subcontract with certified Women and Diverse Owned businesses should your company be the successful bidder. Note: If your company does not plan to use Women and Diverse Owned businesses to fulfill your contract obligations, please explain why not.

Supplier Name	% of Contract	Specify Direct or Indirect

If there are questions regarding supplier diversity at the University, contact Teresa Vest, vestt@umsystem.edu.

-----THIS FORM MUST BE SUBMITTED WITH THE RESPONSE-----

ATTACHMENT B
SUPPLIER REGISTRATION INFORMATION

Completion of this section is strongly encouraged. Please review and check ALL applicable boxes.

SMALL BUSINESS CONCERN: Yes No

The term "small business concern" shall mean a business as defined pursuant to Section 3 of the Small Business Act and relevant regulations issued pursuant thereto. Generally, this means a small business concern organized for profit, which is independently owned and operated, is not dominant in the field of operations in which it is bidding. We would consider any firm with 500 employees or less a "small business concern".

WOMAN OWNED BUSINESS (WBE): Yes No

A woman owned business is defined as an organization that is 51% owned, controlled and/or managed, by a woman. The determination of WBE status depends solely on ownership and operation and is not related to employment. The firm should be certified by a recognized agency (e.g., state, local, federal, etc.). Please see Public Law 106-554 for more detail.

MINORITY BUSINESS ENTERPRISE (MBE): Yes No

A minority business is defined as an organization that is 51% owned, controlled and/or managed by minority group members. The determination of minority status depends solely on ownership and operation and is not related to employment. The firm should be certified by a recognized agency (e.g., state, local, federal, etc.). Please see Public Law 95-507 for more detail. Place an X by the appropriate space below.

1. Asian-Indian - A U.S. citizen whose origins are from India, Pakistan and Bangladesh (A)
2. Asian-Pacific - A U.S. citizen whose origins are from Japan, China, Indonesia, Malaysia, Taiwan, Korea, Vietnam, Laos, Cambodia, the Philippines, Thailand, Samoa, Guam, the U.S. Trust Territories of the Pacific or the Northern Marianas. (P)
3. Black - A U.S. citizen having origins in any of the Black racial groups of Africa. (B)
4. Hispanic - A U.S. citizen of true-born Hispanic heritage, from any of the Spanish-speaking areas Mexico, Central America, South America and the Caribbean Basin only. (H)
5. Native American - A person who is an American Indian, Eskimo, Aleut or Native Hawaiian, and regarded as such by the community of which the person claims to be a part. (N)

A Veteran or Service Disabled Veteran business is defined as an organization that is 51% owned, controlled and/or managed by Veterans. The firm should be certified by a recognized agency (e.g., state, local, federal, etc.). Please see Public Law 109-461 for more detail.

VETERAN BUSINESS ENTERPRISE Yes No

SERVICE DISABLED VETERAN BUSINESS ENTERPRISE Yes No

MISSOURI FIRM: ____ Yes ____ No

A Missouri Firm is defined as an organization which has and maintains within the State of Missouri a regular place of business for the transaction of their business.

BUSINESS TYPE:

- Manufacturer _____ (M)
- Distributor/Wholesaler _____ (D)
- Manufacturer’s Representative _____ (F)
- Service _____ (S)
- Retail _____ (R)
- Contractor _____ (C)
- Other _____ (O)

SOLE PROPRIETORSHIP: ____ Yes ____ No

SUPPLIER’S CERTIFICATION:

The undersigned hereby certifies that the foregoing information is a true and correct statement of the facts and agrees to abide by the laws of the State of Missouri and the rules and regulations of the University of Missouri System now in effect including any subsequent revisions thereof. Supplier acknowledges that it is his/her responsibility to keep the information current by notifying the University of Missouri of any changes.

Signature of Person Authorized to Sign this Supplier Registration Information Form

Title: _____ Date: _____

AUTHORIZED RESPONDENT REPRESENTATION

Number of calendar days delivery after receipt of order	Payment Terms
Authorized Signature	Date
Printed Name	Title
Company Name	
Mailing Address	
City, State, Zip	
Phone No.	Federal Employer ID No.
Fax No.	E-Mail Address
Circle one: Individual Partnership Corporation	
If a corporation, incorporated under the laws of the State of _____	
Licensed to do business in the State of Missouri? ___yes ___no	

This signature sheet must be returned with your BID.

THIS PAGE WAS LEFT INTENTIONALLY BLANK