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Name: _____

Company: _____

Address: _____

City/State/Zip: _____

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We quote you as above - F.O.B. The University of Southern Mississippi.
 Shipment can be made in _____ days from receipt of order. DATE _____
 Return quotation to Procurement Services at above address.

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provided. The University fYe i]fYg a portable electronic virus/malware-free copy
(thumb drive) of the proposal response from the responding Vendor to be
included in the proposal response package. If an electronic copy is not included,
the University reserves the right to request an electronic copy of the YIUWh
proposal response prior to review of the proposal.

- 5.) For your proposal to be considered, it must be received, and time stamped in our office by 2:00 P.M. of the proposal opening date. It is the responsibility of the vendor to ensure their proposal is received within the appointed time. If your proposal package is not received in Bond Hall, Room 214, by 2:00 P.M. of the proposal opening date, it will not be considered.
 - a. If you are delivering your proposal, you need to hand carry the proposal package to: The University of Southern Mississippi
Procurement Services (RFP #)
Bond Hall, Room 214
Hattiesburg, Mississippi

b. If you are mailing your proposal package via U.S. Postal Service, mail to: The University of Southern Mississippi

Procurement Services (RFP #)
118 College Drive #5003
Hattiesburg, MS 39406-0001

c. If you are express mailing your proposal package via Federal Express or UPS, or any other delivery service which requires the use of a physical address, deliver to:

The University of Southern Mississippi
Receiving Department
2609 West 4th Street
Hattiesburg, MS 39401

- 6.) Bids or proposals shall not be modified, corrected, altered, or amended after the specified closing time and the opening of such proposals, unless otherwise noted in the request for proposals or proposals.
- 7.) The University of Southern Mississippi reserves the right to reject any and all proposals, to waive any informality in proposals, and unless otherwise specified by the bidders, to accept any items on the proposal. If the bidder fails to state the time within which proposals must be accepted, it is understood and agreed that The University of Southern Mississippi shall have 90 days to accept. The University of Southern Mississippi reserves the right to make an award to this proposal on an all or none basis, or on a line-by-line basis, whichever serves the best interest of The University of Southern Mississippi.
- 8.) Contracts and purchases will be made or entered into with the lowest, responsible bidder meeting specifications.
- 9.) A written purchase order or contract award mailed or otherwise furnished to the successful bidder within the time of acceptance specified in the Invitation for Bid results in a binding contract without further action by either party. The contract shall not be assignable by the vendor in whole or in part without the written consent of The University of Southern Mississippi.
- 10.) Unless written exception is provided in the proposal response, the winning Vendor agrees to be bound by the USM Terms and Conditions, which are incorporated herein, and may be found at <https://www.usm.edu/procurement-contractM- M t c ; N>

a. Any provisions disclaiming im

equal opportunity employer and, therefore, maintains a policy which prohibits unlawful discrimination based on race, color, creed, sex, age, national origin, physical handicap, disability, or any other such discrimination; and the bidder, by signing this proposal, agrees during the term of agreement that the bidder will strictly adhere to this policy in its employment practices and provision of products or services.

- 21.) Bidders must upon request of The University of Southern Mississippi furnish satisfactory evidence of their ability to furnish products or services in accordance with the terms and conditions of these specifications. The University of Southern Mississippi reserves the right to make the final determination as to the bidder's ability.
- 22.) Questions or problems arising from proposal procedures should be directed to the Buyer listed on the solicitation at:

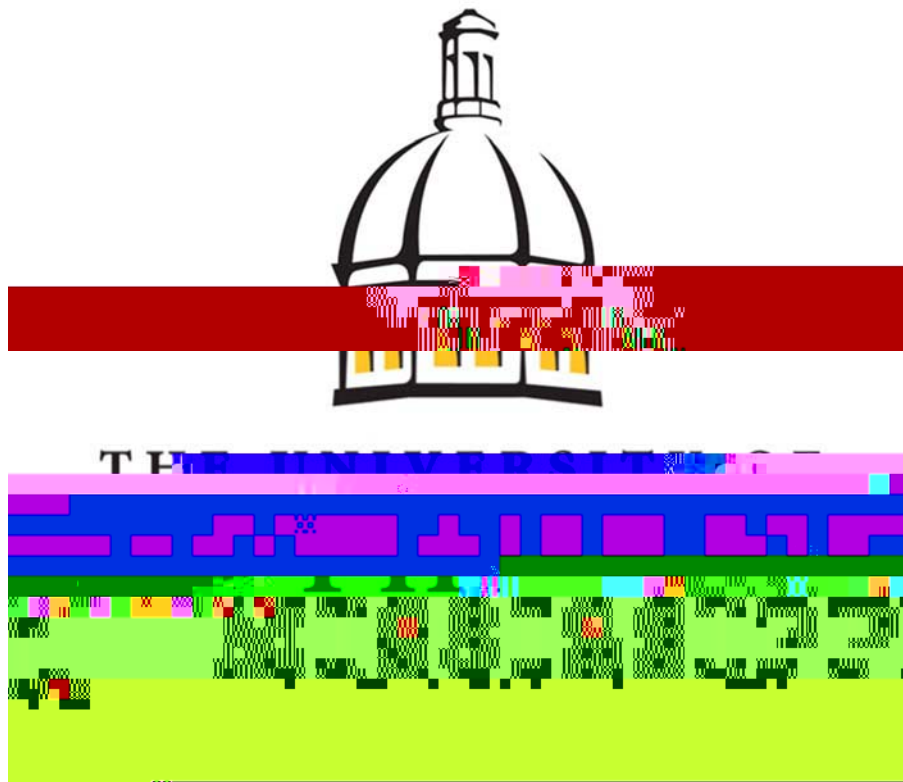
The University of Southern Mississippi
118 College Drive #5003
Hattiesburg, MS 39406-0001
Phone: (601) 266-4131
Bids@usm.edu

- 23.) All items must equal or exceed the specifications listed. The absence of detailed specifications or the omission of a detailed description shall be recognized as meaning that only the best commercial practices are to prevail, and that only first-quality materials and workmanship are to be used.
- 24.) 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 Invitation to Bid packet and to notify The University of Southern Mississippi if the Specifications, Instructions, General, or Special Conditions are formulated in a manner which would unnecessarily restrict competition.
- 25.) It shall be incumbent upon the bidders to understand the specifications. Any requests for clarifications shall be in writing and shall be submitted to our Procurement Services office at least seven (7) business days prior to the time and date set for the proposal opening, unless otherwise noted in the proposal or proposal specifications.
- 26.) The minimum specifications are used to set a standard and in no case are used with the intention of discriminating against any manufacturer. Bidders should note the name and the manufacturer and model number of the product they propose to furnish and submit descriptive literature.
- 27.) Trade names, brand names, and/or manufacturer's information used in these specifications are for the purpose of establishing a level of quality, unless otherwise noted. Bids on products from other qualified manufacturers are acceptable, provided they are demonstrated as equal to those specified in construction, design, and suitability. Each bidder shall submit with his proposal

a complete brochure with pictures on each item and shall point out specifically any deviations from the specified

to improve the opportunity for attaining Best Value scenarios from among the remaining competing Vendors. All BAFO proceedings will be uniformly conducted, in writing, and be subject to solicitation by the University and receipt from the Vendors under a precise schedule.

- 35.) As an alternative to traditional sealed bids in envelopes, the University of Southern Mississippi is capable of receiving electronic proposal responses. While this option is available, it is not required, and we ask that all potential respondents keep in mind that with any electronic system there could be delays or glitches with the submission process; therefore the University highly encourages traditional sealed bids which are either mailed or submitted in person. Should a vendor choose to submit their response electronically, please follow the instructions below using the following website: https://www.ms.gov/dfa/bid_proposal_search/Home/Sell. On this site you will find helpful links to procurement opportunities, as well as a link to supplier registration. If not already registered in this system, potentia



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REQUEST FOR BIDS

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A. Introduction / Objectives

The University of Southern Mississippi (USM) is looking to procure a benchtop nuclear magnetic resonance (NMR) analytical instrument with a cryogen-free permanent magnet (min. 1.4 T) and an adjustable temperature-controlled probe (max. 60°C) that is capable of acquiring homo- and hetero-nuclear spectrum (1H and 13C nuclei).

6" Instructions to Vendors

One (1) signed original, two (2) copies, and one (1) portable virus/malware free electronic version (USB jump drive) of the sealed bid response (if an electronic copy is not included, USM reserves the right to request an electronic copy of the exact bid response prior to review of the bid), subject to the conditions made a part hereof in the USM Procurement and Contract Services office, as indicated in the General Terms, Conditions, and Instructions to Bidders described herein. It is the responsibility of the respondent to ensure that the proposal package arrives in the Procurement and Contract Services Office.

Each bid must be submitted in a sealed envelope bearing on the outside the name "Bid # 25-32 cryogen-free benchtop NMR for MPI" the name of the Vendor, and the opening date specified on the coversheet.

The proposal should be addressed as follows:

For regular mail:

The University of Southern Mississippi
Attn: Amber Floyd, Buyer
118 College Drive, Box 5003
Hattiesburg, MS 39406
Bid 25-32

For FedEx, UPS, or other express couriers:

The University of Southern Mississippi
Attn: Amber Floyd, Buyer
2609 W. 4th Street
Hattiesburg, MS 39401
Bid 25-32

Hand-carried responses should be brought to:

The University of Southern Mississippi
Attn: Amber Floyd, Buyer
214 Bond Hall
Hattiesburg, MS 39406
Bid 25-32

Code 31-7-305). The invoice should be on the Vendor's letterhead and/or include an original Vendor representative signature.

USM may choose to use a VISA® Purchasing Card for invoice payments in place of a check to pay for purchases from this solicitation. Unless exception is noted in the proposal response, the bidder, by submitting a response agrees, to accept the VISA® Purchasing Card as an acceptable form of payment and may not add additional service fees/handling charges to purchases made with the VISA® Purchasing Card.

8" *Length of Agreement* - Intentionally left blank.

9" *Legibility and Organization*: Proposals MUST be printed, written in English, legible, and appropriately structured. E

Probe(s) must be able to acquire spectra from ^1H , ^{19}F and ^{13}C nuclei

The ^1H resolution of the probe must be less than 0.4 Hz (@ 50% signal height)

The spectral window must be over the range of ^1H -5 to +15 ppm (relative to (CH₃)₄Si in CDCl₃) for ^1H spectra

The spectral window must be over the range of ^{19}F +100 to -250 ppm (relative to CCl₄) for ^{19}F spectra

The spectral window must be over the range of ^{13}C 0 to +200 ppm (relative to (CH₃)₄Si in CDCl₃) for ^{13}C

