

FORM #1 (PAGE 1 OF 1)
BIDDER/SUPPLIER INFORMATION SHEET

Bidder's Exact Legal Name: _____
(Must be Bidder's name as reflected on its organizational documents, i.e., not a DBA)

List the U. S. State in which Bidder's Legal Entity is organized: _____

Bidder's Type of Legal Entity: (check one)

- | | |
|--|--|
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Limited Liability Company |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Limited Partnership |
| <input type="checkbox"/> Corporation | <input type="checkbox"/> Other: _____ |

Bidder's Taxpayer ID No.: _____

Bidder's Address: _____
Street City State Zip Code

Bidder's Website Address: Email Address: _____

Project Manager:

Legal Contact:

Name: _____

Name: _____

Street: _____

Street: _____

City: _____

City: _____

State: _____

State: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____ PA

Email: _____

Email: _____

Alternate Project Contact:

Alternate Legal Contact:

Name: _____

Name: _____

Phone: _____

Phone: _____

Fax: _____

Fax: _____

Email: _____

Email: _____

FORM #2 (Page 1 of 1)

INTEREST AFFIDAVIT

STATE OF _____)
)ss.
COUNTY OF _____)

I, _____, of lawful age, being first duly sworn, state that I am the agent authorized by Seller to submit the attached bid. Affiant further states that no officer or employee of the City of Norman either directly or indirectly owns a five percent (5%) interest or more in the bidder's business or such a percentage that constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Norman have less than a controlling interest, either direct or indirect, in Seller's business:

By: _____
Signature

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

Notary Commission Number: _____

County & State Where Notarized: _____

FORM #3 (Page 1 of 1)

NON-COLLUSION AFFIDAVIT

(Required by Oklahoma law, 74 O.S. §85.22-85.25)

STATE OF _____)
)ss.
COUNTY OF _____)

I, _____, of lawful age, being first duly sworn, state that:
(Seller's Authorized Agent)

1. I am the authorized agent of Seller herein for the purposes of certifying facts pertaining to the existence of collusion between and among bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.
2. I am fully aware of the facts and circumstances surrounding the making of Seller's Bid to which this statement is attached, and I have been personally and directly involved in the proceedings leading to the submission of such bid; and
3. Neither the Seller nor anyone subject to the Seller's direction or control has been a party:
 - a.) to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
 - b.) to any collusion with any municipal official or employee as to quantity, quality, or price in the prospective contract, or as to any other terms of such prospective contract, nor
 - c.) in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

By: _____
Signature

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

My Commission Expires: _____

Notary Commission Number: _____

County & State Where Notarized: _____

FORM #4 (Page 1 of 1)

AFFIDAVIT OF CLAIMANT

STATE OF _____)
)ss.
COUNTY OF _____)

The undersigned person, of lawful age, being first duly sworn on oath, says that all invoices to be submitted pursuant to this agreement with the City of Norman will be true and correct. Affiant further states that the work, services or material furnished will be completed or supplied in accordance with the plans, specifications, orders, requests or contract furnished or executed by the affiant. Affiant further states that (s)he has made no payment directly or indirectly to any elected official, officer or employee of the City of Norman or of any public trust where the City of Norman is a beneficiary, of money or any other thing of value to obtain payment of the invoice or procure the contract or purchase order pursuant to which an invoice is submitted. Affiant further certifies that they have complied with all applicable laws regarding equal employment opportunity.

Company: _____

TIN: _____

Remit to
Address: _____

City, State,
Zip: _____

Phone: _____

Name (print): _____

Signature: _____

Title: _____

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

My commission expires: _____

My commission number: _____

**FORM #5 (PAGE 1 OF 2)
DELIVERY AND PRICING**

1. Delivery:

- A. Supplier shall perform all services necessary in order that the following project is fabricated and completed in accordance with the contract documents. Installation will follow approval by City of Norman Council on **May _____, 2022** with the entire project and approved locations to be engineered, installed and tested on or before _____.
- B. Within ten (10) days after being awarded the Purchase Agreement, Supplier shall prepare and submit to City for approval a detailed schedule for Supplier's performance under the Purchase Agreement (the "Supplier's Schedule) as more particularly described in the General Provisions. The Supplier's Schedule shall incorporate the performance requirements of paragraphs 1.A and as set forth in the Contract Documents.
- C. Supplier must be able to deliver the goods and/or services as specified in its RFP. Failure to do so may result in City terminating the Purchase Agreement, pursuing collection under any performance bond, as well as any other damages to which it may be entitled in law and in equity.

2. Pricing:

Supplier agrees to sell City the following goods and services according to the fixed prices shown below. Supplier must state the total fixed price necessary to provide all goods and services, including all shipping (prepaid freight), but excluding all federal excise and local and state sales taxes from which City is exempt.

IN WITNESS WHEREOF, this Offer has been executed in multiple copies on the dates set forth below to be effective for 60 days from date of RFP opening.

IMPORTANT NOTE: This document must be signed by the proper person as set forth in Instructions, FAILURE TO SUBMIT PROPERLY AUTHORIZED SIGNATURE MAY RESULT IN YOUR BID BEING REJECTED AS NONRESPONSIVE.

Supplier name: _____

Sign Here ► _____

ATTEST:

Printed Name: _____

Title: _____

Corporate Secretary

Date: _____

Company Name [Please Print] Address City State Zip Code

(____) - _____
Telephone Number

(____) - _____
Fax Number

Email Address

FORM #6 (PAGE 1 OF 1)
SECURITY STATEMENT APPROVAL

SECURITY STATEMENT

Tim Powers, Director of Information Technology
City of Norman
Department of Information Technology
201-C West Gray Street
Norman, Oklahoma 73069

Subject: Use of Confidential City of Norman Information

Our company will respect and maintain strict confidentiality in the use off all data that our company employees may gain access to for the purpose of preparing a response to RFP-2122-43 and for the performance of any subsequent contract. Information obtained from the City of Norman will be used only by authorized company employees and for only those purposes for which the City of Norman provides the information. Those employees who handle the information will be notified of its strictly confidential nature. Our company will also take responsibility for returning to the City of Norman promptly after use, all documents supplied along with all records of information derived therefrom.

Sincerely,

Signature of Company Representative

Title or Position

Date
