

**Edward Via College of Osteopathic Medicine-Louisiana Campus (VCOM-LC) Invitation to Bid
Two Mobile Medical Units – January 2023**

Invitation to Bid

Bidders must provide a cover sheet including their company name and complete address, phone, fax number, and email address (printed or typed.) All bids must be delivered to the VCOM-LC office via mail or in person by the deadline. **DO NOT FAX OR EMAIL.**

Bids may be mailed or delivered by hand or courier service to the **Attention of Katelyn Davis** with the physical location as follows:

**4408 Bon Aire Drive
Monroe, LA 71203**

Bidder is solely responsible for the timely delivery of its bid. Failure to meet the bid opening date and time shall result in rejection of the bid.

Bid Submission Deadline:

Bids will be opened on Tuesday, **February 14, 2023**, at the close of the business day.

NOTE: VCOM-LC reserves the right to revise the dates on the Bid Process calendar. Revisions before the bid opening date and time, if any, will be formalized by the issuance of an addendum to the ITB.

Bidder agrees to comply with all the Terms and Conditions as stated in the Attachment.

FAILURE TO SIGN WILL DISQUALIFY BID

Typed or Printed Name

Authorized Signature /Title

Edward Via College of Osteopathic Medicine-Louisiana Campus is now accepting SEALED bids for two mobile medical units. See the attachments for specifications.

No Bid Bond is required for this bid.

The bid price must be all inclusive. All shipping, delivery, design, parts, materials, installation, training, etc. required must be included in the bid.

You may submit questions in writing to Katelyn Davis by January 25, 2023. See attachment for Terms and Conditions.

IMPORTANT: If bidding other than requested brand and product, you must include sufficient information to determine compliance with quality and specifications. Failure to comply with this request may eliminate your bid from consideration. Any manufacturer's names, trade names, brand names, etc. that are used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.