

## INVITATION TO BID

**FAILURE TO SIGN WILL DISQUALIFY BID**

**Bid No. ITB - #MAP DRAWER 2024  
ADDENDUM NO. 2**

**Due Date: January 6, 2025 at 3:00 P.M.**

Signature \_\_\_\_\_ City \_\_\_\_\_ Zip \_\_\_\_\_

Show bid opening and bid invitation number in lower left-hand corner of sealed bid envelope and return sealed bids to:

Printed Name \_\_\_\_\_  
VENDOR NAME AND ADDRESS

PHONE/FAX

Email to: [bids@sfasu.edu](mailto:bids@sfasu.edu)

Name of Firm \_\_\_\_\_

Phone

**Phone (936) 468-2206**

Mailing Address \_\_\_\_\_

FAX

**FAX (936) 468-4282**

**(See 2.3 reverse side)**

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

EMAIL

See Instruction 2.11 on Back for Vendor ID Number  
Is Vendor a State of Texas certified HUB?  Yes

Delivery in \_\_\_\_\_ Days Cash Disc. \_\_\_\_\_ % \_\_\_\_\_ Days

**Check all that apply if Preference Claimed under Rule 34 TAC 20.38**

- Supplies, materials or equipment: produced in TX/offered by TX bidders\*
- Agricultural products grown in TX
- Agricultural products offered by TX bidders\*
- USA produced supplies, materials or equipment
- Products produced at facilities located on formerly contaminated property

- Products of persons with mental or physical disabilities
- Products made of recycled, remanufactured, or environmentally sensitive materials
- Energy efficient products
- Rubberized asphalt paving material
- Recycled motor oil and lubricants
- Products and services from economically depressed or blighted areas

\*By signing this bid, bidder certifies that if a Texas address is shown as the address of the bidder, bidder qualifies as a Texas resident Bidder as defined in Rule 34 TAC 20.38.

IF QUOTING OTHER THAN THE REFERENCED ITEM(S) BELOW, BROCHURE AND/OR SPECIFICATIONS SHOULD BE ENCLOSED. ALL BIDS WILL BE CONSIDERED F.O.B. DESTINATION UNLESS OTHERWISE NOTED.

**AWARD NOTICE:** Stephen F. Austin State University (SFA) reserves the right to make an award on the basis of low line-item bid, low total of line items, or in any other combination that will serve the best interest of SFA and to reject any and all bid items in the sole discretion of SFA.

Item No.	Description	Qty. & Unit	Unit Price	Extension
Quote price on quantity and unit of measure, extend and show total. If error in extension, unit price shall govern. Items for state use are exempt from state sales and federal excise tax. Do not include tax in your bid.				
	<p><b>ADDENDUM NO. 2</b></p> <p><b>This Addendum DOES NOT have to be acknowledged for the bid to receive consideration</b></p> <p>Stephen F. Austin State University is seeking bids for the purchase of map drawers to be utilized by the Library at Stephen F. Austin State University. Image of item to be purchased is as follows:</p> <p>Questions received and answers to questions regarding bid:</p> <p>Please list the name and phone of the person receiving the delivery. Jeanne Porterfield 936-468-1085</p> <p>Is there a raised loading dock? Yes</p> <p>Can the receiving area accept a 53ft tractor trailer? Yes</p>			

	<p>What is the address for delivery? 905 East Library Drive West Nacogdoches, Texas</p> <p>What are the dimensions of the doorway or dock location? Loading Dock Double Doors 59 inches wide, Double Doors in the building 59 inches wide</p> <p>Are there stairs? If so, how many and what is the width of the steps? No</p> <p>Is there a freight elevator? If so, what are the dimensions? Yes 85 Length, 57 Width, 85 Height, Elevator Doors 43 Width</p> <p>Are there any corners? If so, how many? 8 corners from the back door to the freight elevator to the second floor</p> <p>How far into the building does the item need go? 10ft, 100ft, 1st Floor, 2nd Floor? 2<sup>nd</sup> Floor</p> <p>Will you need the carrier to uncrate and remove debris? Yes</p> <p>Is there a dumpster on site to dispose of debris? No</p>			
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