

Wallace Community College Selma
3000 Earl Goodwin Parkway
Selma, Alabama 36701

Invitation to Bid

MEN'S BASEBALL UNIFORMS AND SUPPLIES 2021-2022

Bid Number: 1145

Bid Opening Date and Time
Wednesday, January 27, 2022 @ 10am
Bids received after this date and time will not be accepted

Submit Sealed Bids To:

The Office of Business and Finance
Attention: Dr. Rosa C. Spencer, Dean of Business and Finance
3000 Earl Goodwin Parkway
Hank Sanders Technology Center
P. O. Box 2530
Selma, AL 36703

Invitation to Bid
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3000 Earl Goodwin Parkway
Selma, Alabama 36701
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INTRODUCTION

The Office of Business and Finance of Wallace Community College Selma, requests bids from qualified businesses, agencies, professionals and other providers for:

Men's Baseball Uniforms and Supplies 2021-2022

Sealed bids will be accepted in the Business Office of Wallace Community College Selma until **Wednesday, January 27, 2022 @ 10am**. The College reserves the right to accept or reject any or all bids or any portion thereof. Bids may be held by the College for a period not to exceed sixty (60) calendar days from the date of opening bids for the purpose of reviewing them and investigating the qualifications of the bidders prior to awarding the contract.

Length of time involving delivery and/or installation of items may be a determining factor in awarding the bid. Specify delivery and installation time involved. If applicable, installation costs are to be listed separate from equipment costs.

All factors stated in this invitation package will be evaluated in determining the successful bidder. Any omission of the herein stated requirements may be cause for rejection for the bid submitted, solely as determined by Wallace Community College Selma.

Contractual services awarded to vendors may not be subcontracted to other vendors without the Colleges express approval.

Any bidder or company that is owned by ex-employee(s) of the College or will engage an ex-employee(s) of the College must inform the Dean of Business and Finance and receive prior approval before the bid award.



Dr. James M. Mitchell
President
Wallace Community College Selma



Dr. Rosa C. Spencer
Dean of Business and Finance
Wallace Community College Selma

SPECIFICATIONS or SCOPE OF WORK

Please see list

2021-2022

**Wallace Community College Selma
Men's Baseball Gear**

- 1. NAVY-THERMA PULLOVER HOODIE**
- 2. NAVY-THERMA PANT REGULAR**
- 3. MENS PHENOM LS TEE**
- 4. MENS PHENOM SS TEE**
- 5. NAVY-2PPK BASEBALL SOCK**
- 6. DURA STRIPE FIELD PAINT**
- 7. MAC WOOD FILLED IN GROUND HOME PLATE**
- 8. Custom Navy Hats**
- 9. 2 Color Screen Print 1**
- 10. 2 Color Screen Print 2**
- 11. Diamond D1 Pro Game Balls**
- 12. Velo Bats**
- 13. Velo Bat**

NOTE: Please bid the unit price for all of the following items listed. The price quoted will remain the same for the time period of 12 months. If you have any questions concerning any items on this bid, contact Mr. Marcus Hannah at (334) 876-9362.

GENERAL BID INFORMATION

Bidders should carefully read all parts of the invitation package with its accompanying schedules and attachments, if any. Any explanation or additional information desired on the meaning or interpretation of the conditions or specifications of this invitation shall be referred to Dr. Rosa C. Spencer at (334) 876-9242 in sufficient time for reply before submission date of bids. Contact initiated by potential bidder with a College official will be as specifically set out in this invitation. Any other contact with a College official initiated by a potential bidder regarding this bid, between the date of this bid and to the date of the bid award, shall be deemed as an attempt to unduly influence the bid award, and may be grounds for rejection of the bid submitted by the bidder

initiating such contact, at the discretion of Wallace Community College Selma.

BIDDER QUALIFICATIONS

All bidders, to the best of their knowledge and belief, must be in compliance with all applicable federal, Alabama State, county and municipal laws, regulations, resolutions and ordinances. In particular, if applicable, Title 34, Chapter 8 (dealing with general contractor licensing for businesses which construct or superintend the construction of any building, highway, sewer, grading or any improvement or structure costing \$20,000.00 or more), Title 40, Chapter 14 (dealing with permitting, franchise tax and other taxation of corporations conducting business in the state), Title 40, Chapter 23 (dealing with sales and use tax), Title 39, Chapter 1 (dealing with submission of performance bonds, payment bonds and advertising the completion of public works contracts), Title 39, Chapter 3 (dealing with use of domestic products and workmen and laborers who have actually resided in Alabama for two years next preceding such employment on public works contracts), Code of Alabama 1975, as amended; provided, the bidder is not exempted from the above mentioned code sections elsewhere in the code.

All bidders should be prepared to timely submit non-confidential evidence or documentation supporting the fact that they are presently licensed under the applicable code sections, suitable to, and upon request by, Wallace Community College Selma. Such non-confidential evidence or documentation may be submitted with the bid.

ACT NO. 2006-557

Each vendor, contractor, or affiliate of a vendor or contractor that is offered a contract to do business with Wallace Community College-Selma shall be required to certify that the vendor or affiliate is appropriately registered to collect and remit sales, use, and lease tax as required by this section and submit to that state department or agency certification required by the Alabama Department of Revenue.

Every bid submitted and contract executed by Wallace Community College-Selma contain a certification by the bidder or contractor that the bidder or contractor is not barred from bidding for or entering into a contract under this section and that the bidder or contractor acknowledges that Wallace Community College-Selma may declare the contract void if the certification completed is false.

PREPARING THE BID

1. Bids must be typed or hand written in ink. A bid submitted in pencil is unacceptable.
2. No prices shall include state or federal excise taxes; tax exemption certificates are furnished upon request.
3. Quote prices delivered FOB destination and any discounts or terms available to the College.
4. Specify all terms and conditions of the warranties associated with equipment, materials, supplies and labor when applicable.
5. Errors in bids may not be corrected after bids are opened.

SUBMITTING THE BID

1. Bids are to be submitted in a sealed envelope marked Bid Number 1145 on or before the submission deadline as stated.
2. Bids may be hand delivered to the office of the Dean of Business and Finance, Wallace Community College Selma, 3000 Earl Goodwin Parkway Selma, Alabama 36701 or may be mailed to the same address. The College cannot guarantee that bids sent by mail or courier will be received on or before the bid-opening day and time. No bids will be accepted via a fax.
3. Bidders and any other interested individuals are invited to attend the bid opening.
4. All bids MUST include a completed State of Alabama Disclosure Statement.
5. All bids MUST include a completed Request for Taxpayer Identification Number and Certification -Form W-9.
6. All bids MUST include a completed Sales Tax Certification.
7. All bids MUST include a signed and notarized Affidavit of Alabama Immigration Law Compliance by a Contractor or Grantee to ACCS Institution.

8. All bids MUST include Contractors General Liability Insurance, also Worker's Compensation and Employers Liability Insurance in statutory amounts. You must submit proof of insurance with your bid proposal.
9. All bids must include evidence or documentation supporting the fact that contractors are presently licensed under the applicable code sections, General Contractor, State of Alabama.

Please Note: If items called for by this invitation for bids have been identified in the schedule by a "brand name or equal" description, such identification is intended to be descriptive, but not restrictive, and is to indicate the quality and characteristics of products that will be satisfactory. Bids offering "equal" products (including products of the brand name manufacturer other than the one described by brand name) will be considered for award of such products are clearly identified in the bids and are determined to meet fully the salient characteristics requirements listed in the invitation.

CERTIFICATION

I hereby affirm I have not been in any agreement or collusion among bidders or prospective bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding or otherwise.

Company: _____

By: _____
Signature

Address: _____

Phone: _____

Date: _____

Sworn to and subscribed before me:

Notary Public

this __ day of _____ 20__.

WALLACE COMMUNITY COLLEGE SELMA

OFFICE OF FACILITIES & PUBLIC SAFETY

**DR. JAMES M. MITCHELL
PRESIDENT**

**DR. ROSA C. SPENCER
ACTING DEAN OF
BUSINESS AND FINANCE**

Dear Sir or Madam:

Wallace Community College Selma is mandated by the Alabama Department of Revenue to ensure that any vendor(s) the college does business with is appropriately registered to collect and remit sales, use and lease tax as required by the Alabama Department of Revenue.

The Code of Alabama act number. 2006-557 states "each vendor, contractor, or affiliate of a vendor or contractor that is offered a contract to do business with Wallace Community College Selma shall be required to certify that the vendor or affiliate is appropriately registered to collect and remit sales, use, and lease tax as required by this section and submit to that state department of agency certification required by the Alabama Department of Revenue.

Therefore, to ensure prompt payment please complete the attached forms and return to Wallace Community College Selma.

Respectfully Submitted,



**Dr. Rosa Spencer
Acting Dean of Business & Finance**

SALES TAX CERTIFICATION

I, _____, certify that _____ is
(Name/Company's representative) (Company's name)

appropriately registered to collect and remit sales, use, and lease tax as required by
the Alabama Department of Revenue.

STATE OF ALABAMA CERTIFICATE NUMBER: _____

Name

Date

Notary

*****This document must be completed, notarized and returned as a part of
your official bid package.**

Print or type
See Specific Instructions on page 2

Employer identification number									
			-						

Date

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax under section 1448 on any foreign partners' share of effectively connected taxable income from such business. Further, in certain cases where a Form W-9 has not been received, the rules under section 1446 require a partnership to presume that a partner is a foreign person, and pay the section 1448 withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid section 1448 withholding on your share of partnership income.



WALLACE COMMUNITY COLLEGE SELMA

Office of Business & Finance

Dr. James M. Mitchell
President

Jacqueline Smith
Dean of Business & Finance

ALABAMA IMMIGRATION LAW COMPLIANCE

As you may know, the State of Alabama passed new legislation effective January 1, 2012 requiring anyone receiving state monies to verify they are in compliance with the new immigration law. This legislation requires us to hold payment of services rendered on or after January 1, 2012 until proper verification has been obtained.

- If you are a business that is paid directly by Wallace Community College Selma, please complete the Affidavit of Alabama Immigration Law Compliance, an E-Verify Memorandum of Understanding (www.uscis.gov/everify), and a signed Alabama Immigration Law Compliance contract and return to us.
- If you have subcontractors that you employ, you are also required to obtain an Affidavit of Alabama Immigration Law Compliance from them and keep on file at your establishment.

There are several pages included in this packet, including a memorandum further explaining the law. Please take a few moments and look over this information completely. If you have any questions regarding this, please feel free to contact (334) 876-9246. Otherwise, please fill out the appropriate information and return to us as soon as possible in order to insure no disruption in payment. You may return the information by mail – Wallace Community College Selma, C/O Business Office, P.O. Box 2530, Selma, AL 36702-2530.

MEMORANDUM

TO: Vendors, Contractors and Grantees

FROM: Wallace Community College Selma

RE: H.B. 56-Alabama Immigration Law Compliance

The purpose of this Memorandum is to direct your prompt attention to Alabama Immigration Law Compliance flow-down requirements that went into effect on January 1, 2012. Those are discussed herein and can be summarized as follows:

1. **PROVIDE** Wallace Community College Selma proof that you are in compliance with the immigration law by timely submitting a notarized Affidavit of Alabama Immigration Law Compliance and an E-Verify Memorandum of Understanding.
2. **PROVIDE** Wallace Community College Selma a signed Alabama Immigration Law Compliance Contract in the attached Notice form provided;
3. **PROVIDE** your subcontractors notice of their compliance obligations and **OBTAIN** from each a notarized Affidavit of Alabama Immigration Law Compliance-SUBCONTRACTOR.

The requirements above are a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees working in the State of Alabama. As a Contractor of a Grantee, if you believe these obligations do not apply to you, please notify the Institution immediately.

For your convenience, we have included for your use a sample **AFFIDAVIT OF ALABAMA IMMIGRATION LAW COMPLIANCE-CONTRACTOR AND GRANTEES**. Please complete, notarize, and return a copy to Wallace Community College Selma along with your attached **E-VERIFY MEMORANDUM OF UNDERSTANDING**. See ALA. CODE 31-31-9 (c).

You are to obtain from your subcontractors a notarized **AFFIDAVIT OF ALABAMA IMMIGRATION LAW COMPLIANCE-SUBCONTRACTOR**. You are required to maintain your subcontractors' affidavits at your offices. These documents will be subject to audit. You may provide a copy of this Memorandum with your notarized memorandum to your subcontractors as an explanation for this mandatory requirement.

Finally, you will find a **NOTICE OF ALABAMA IMMIGRATION LAW COMPLIANCE REQUIREMENTS TO ALL CONTRACTS ("CONTRACTORS") OF ACCS Institutions** for execution by contractors and to be returned to Wallace Community College Selma. To the extent

that there is no formal written contract between a contractor and Wallace Community College Selma, such as where business is conducted by purchase order, this document shall serve as your Alabama Immigration Law Compliance Contract. Similar language will also be in contractual agreements or grant documents with Wallace Community College Selma.

**Notice of Alabama Immigration Law Compliance Requirements
to all Contractors of ACCS INSTITUTIONS**

As a contractor, as defined in the Act, to an ACCS institution, it is critical to your relationship (future or continuing) with the institution that you comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Accordingly, please provide your Affidavit of Alabama Immigration Law Compliance with attached E-Verify Memorandum of Understanding, as requested in the attached memorandum. If you do not believe these obligations apply to you, please notify the Institution immediately.

Every contract entered into by Wallace Community College Selma, with a contractor will contain the following clause or one substantially similar:

Alabama Immigration Law Compliance Contract: Contractor agrees that it will fully comply with the Immigration reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act, which makes it unlawful for an employer in Alabama to knowingly hire or continue to employ an alien who is or has become unauthorized with respect to such employment or to fail to comply with the I-9 requirement or fails to use E-Verify to verify the eligibility to legally work in the United States for all of its new hires who are employed to work in the State of Alabama. Without limiting the foregoing, Contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien, and shall have an officer or other managerial employee who is personally familiar with the contractor's hiring practices to execute an affidavit to this effect on the form supplied by the Institution and return to the same Institution. Contractor shall also enroll in the E-Verify Program prior to performing any work, or continuing to perform any ongoing work, and shall remain enrolled throughout the entire course of its performance hereunder, and shall attach to its affidavit the E-Verify Program for Employment Verification and Memorandum of Understanding and such other documentation as the Institution may require to confirm Contractor's enrollment in the E-Verify Program. Contractor agrees not to knowingly allow any of its subcontractors, or any other party with whom it has a contract, to employ in the State of Alabama any illegal or undocumented aliens to perform any work in connection with the project, and shall include in all of its contracts a provision substantially similar to this paragraph. If Contractor receives actual knowledge of the unauthorized status of one of its employees in the State of Alabama, it will remove that employee from the project, jobsite or premises of the Institution and shall comply with the Immigration Reform and Control Act of 1986, as amended by the Immigration Act of 1990, and the Beason-Hammon Alabama Taxpayer and Citizen Protection Act. Contractor shall require each of its subcontractors, or other parties with whom it has a Contract, to act in a similar fashion. If Contractor violates any term of this provision, this

Agreement will be subject to immediate termination by the Institution. To the fullest Extent permitted by law, Contractor shall defend, indemnify and hold harmless the Institution from any and all losses, consequential damages, expenses (including, but not limited to, attorneys' fees), claims, suits, liabilities, fines, penalties, and any other costs arising out of or in any way related to Contractor's failure to fulfill its obligations contained in this paragraph.

To the extent that there is no formal written contract between Wallace Community College Selma and the contractor, such as where business is conducted by purchase order, this document shall serve as the Alabama Immigration Law Compliance Contract.

Alabama Immigration Law Compliance Contract Notice Acknowledged and Agreed by Contractor whose name appears below:

Contractor Officer or Owner Signature/ Date

Print Name/ Title/ Company

Please execute and return to Wallace Community College Selma within the next 10 days.

**AFFIDAVIT OF ALABAMA IMMIGRATION LAW COMPLIANCE BY
A CONTRACTOR OR GRANTEE TO ACCS INSTITUTIONS
AND/OR BOARD OF TRUSTEES OF THE ACCS**

In compliance with SECTIONS 9 (a) and (b) BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT (the "Act"); CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b), this Affidavit of Alabama Immigration Law Compliance is to be completed and signed by an officer or owner of a contractor or grantee and notarized, as a condition for the award of any contract by an ACCS Institution to an employer that employs one or more employees in the State of Alabama or funds from any political subdivision of the State of Alabama, or any public-funded entity (including an ACCS Institution). Contractors and Grantees are to provide notice to their Subcontractors of their Alabama Immigration Law Compliance obligations.

State of Alabama:

County of _____ :

Before me, a notary public, personally appeared _____ (print name) who, is duly authorized by the business entity/ employer which appears below, being sworn, says as follows:

As a condition for being a contractor or grantee on a project paid for by contract, grant, or incentive by the State of Alabama, or any political subdivision thereof, or any state-funded entity, I hereby attest that in my capacity as _____ (your position) for _____ (name of contractor or grantee), said Contractor or Grantee does not knowingly employ, hire for employment, or continue to employ an unauthorized alien. Further, Contractor or Grantee affirms that it is providing notice to its subcontractors of their Alabama Immigration Law Compliance obligations.

I further attest that said Contractor or Grantee is enrolled in the E-Verify program and attached to this Affidavit is our E- Verify Memorandum of understanding confirming such program enrollment. I have read the Affidavit and swear and affirm that it is true and correct.

Signature of Affiant

Sworn to and subscribed before me this _____ day of _____, 2 _____.
I certify that the affiant is known (or made known) to me to be the identical party he or she claims to be .

Signature and Seal of the Notary Public

To be returned to Wallace Community College Selma