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
Wallace Community College Selma
3000 Earl Goodwin Parkway
Selma, Alabama 36701
Bid Number: 1145

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 exemployee(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

Walface 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 <u>1145</u> 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

Ι,	, certify that	i s
(Name/Company's representative)	, certify that(Company's name)
appropriately registered to colle	ect and remit sales, use, and lease tax	as required by
the Alabama Department of Re-	venue.	
STATE OF ALABAMA CER	TIFICATE NUMBER:	
Name	Date	
Notary		
***This document must be co	mpleted, notarized and returned as	s a part of

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your official bid package.

Form W-9 (Rev. August 2013)

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

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	lusiness name/disregarded entity name, if different from above									
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See S	ity, state, and ZIP code							•		
C	ist account number(s) here (optional)									
Part	Taxpayer Identification Number (TIN)									
Enter yo	ur TIN in the appropriate box. The TIN provided must match the name given on the	o "Niemo" inc	So	aloi se	urity nu	nhar				
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resident	BiiGN, SOIS DIODRISIOI, OF CISISOERIGED ENTITY, RES THE PART I instructions on page 3. I	Ear ather		1	-		_	- 1		
enuues.	il is your employer identification number (EIN). If you do not have a number, see H	low to get a			_ L		ΙL		1	
ina ou b	age 3.	-								
Note, III	the account is in more than one name, see the chart on page 4 for guidelines on w	hose	Em	ployer	Identific	nobe	mupo	yr .		
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Part					1. 1.				لبل	
Under pr	mailles of perjury, I certify that:				• • • •					_
1. The n	umber shown on this form is my correct taxpayer identification number (or I am wi	aiting for a nu	mber to	be is	sued to	me), ı	nď			
SALAIC	tot subject to backup withholding because: (a) I am exempt from backup withhold to (IRS) that I am subject to backup withholding as a result of a failure to report all ager subject to backup withholding, and	ing, or (b) I he Interest or div	ve not Idends	been r , or (c)	olified to the IRS	y tha has i	Inten notifie	nai Re d me	venue Ihat I	em
	U.S. citizen or other U.S. person (defined below), and									
4. The F/	ATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA	reporting is o	orrect.							
Certifica because interest p generally instruction	tion instructions. You must cross out item 2 above if you have been notified by ti you have falled to report all interest and dividends on your tax return. For real ests said, acquisition or abandonment of secured property, cancellation of debt, contrib , payments other than interest and dividends, you are not required to sign the cert ns on page 3.	he IRS that you	u are c	urrent 2 doe	es not ap	ply, i	or m	ortgag	le Land	
Sign Here	Signature of U.S. person ►	Date >								

General Instructions

Saction references are to the Internal Revenue Code unless otherwise noted.

Future developments. The IRS has created a page on IRS.gov for information about Form W-9, at www.frs.gov/w8, information about any future developments affecting Form W-9 (such as legislation enacted after we release it) will be posted on that page.

Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TiN) to report, for example, income paid to you, payments made to you in settlement of payment cord and third party network transactions, real estate transactions, mortgage interest you paid, acquisition or abandomant of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident allen), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- 1. Cartily that the TIN you are giving is correct (or you are waiting for a number to be issued).
- 2. Certify that you are not subject to backup withholding, or
- 3. Claim examption from backup withholding if you are a U.S. exempt payee. If sunlicable, you are also certifying that as a U.S. porson, your allocable share of

withholding tax on foreign partners' share of effectively connected moome, and

 Certify that FATOA code(a) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct.

Note. If you are a U.S. person and a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

Definition of a U.S. person. For federal tax purposes, you are considered a U.S. person if you are:

- · An Individual who is a U.S. citizen or U.S. resident alien,
- \bullet A partnership, corporation, company, or association created or organized σ the United States or under the laws of the United States,
- · An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

Special rules for pertnerships. 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 1446 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-8 to the partnership to establish your U.S. status and avoid section 1446 withholding on your share of partnership income.

Dr. James M. Mitchell President

Office of Business & Finance

Jacqueline Smith Dean of Business & Finance

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- 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 RÉQUIREMENTS 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 Alabams 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 allen, 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 Waliace 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 Lav Contractor whose name ap		lotice Acknowledged and Agreed by
Contractor Officer or Own	er 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 INSTITITIONS 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 notorized, 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
ounty of:	County of
efore me, a notary public, personally appeared(print	Before me, a note
ame) who, is duly authorized by the business entity/ employer which appears below, being wom, says as follows:	namej wno, is du
s a condition for being a contractor or grantee on a project paid for by contract, grant, or centive by the State of Alabama, or any political subdivision thereof, or any state-funded tity, I hereby attest that in my capacity as	entity. I hereby at
(name of contractor or grantee), said Contractor or Grantee does not nowingly employ, hire for employment, or continue to employ an unauthorized alien. In their contractor or Grantee affirms that it is providing notice to its aubcontractors of their labama immigration Law Compliance obligations.	knowingly emplo Further, Contracte
urther attest that said Contractor or Grantee is enrolled in the E-Verify program and attached to is Affidavit is our E- Verify Memorandum of understanding confirming such program rollment. I have read the Affidavit and swear and affirm that it is true and correct.	TITO CHITTING AT 12 O
mature of Affiant	Signature of Affia
earn to and subscribed before me this day of, 2 estify that the affiant is known (or made known) to me to be the identical party he or she ims to be .	Sworn to and subs I certify that the al claims to be .
mature and Seal of the Notary Public	Signature and Sea
be returned to Wallace Community College Selma	To be returned to