



Request for Bid No. 2-15
Remington 870P Shotguns

February 2, 2015

BID TITLE: Remington 870P Shotguns

Office of the Comptroller
2008 E. 8th Avenue
Tampa, FL 33605

BID NUMBER: 2-15

Janice Wilder
Sr. Procurement Analyst
(813) 247-8029
jwilder@hcsso.tampa.fl.us

INSTRUCTIONS TO BIDDERS

Included herein are General Terms and Provisions (Part A); the Special Provisions (Part B); and the Bid Response (Part C), which together with all attachments, constitute the entire "Bid Package". Said bid package must be the basis upon which all bids are offered and the same (the entire bid package) must be kept together and returned, intact, by the time and at the place herein specified. The bidder must manually sign the General Terms and Provisions (Part A) and Bid Response (Part C). Any questions concerning this request for bid package should be directed to the Buyer whose name appears above.

When awarded, the bid package becomes the "**Contract Document**". The Bidder's signature on the bid constitutes Bidder's agreement to the terms therein. The signature on the bid package must be that of an Officer of the Company or an individual authorized to commit the Company to a legal and binding contract. **READ THE ENTIRE BID CAREFULLY BEFORE SIGNING.**

NOTICE TO BIDDERS

WHEN SUBMITTING A SEALED BID, ALL BIDS SHOULD BE CLEARLY MARKED AS A BID DOCUMENT. THIS IDENTIFICATION SHOULD INCLUDE THE BID NUMBER, BID TITLE AND DATE DUE ON THE OUTSIDE OF THE ENVELOPE.

Hillsborough County Sheriff's Office
2008 E. 8th Avenue
Tampa, Florida

VENDOR NAME: _____

SUBJECT: BID 2-15

BID TITLE: Remington 870P Shotguns

OPENING DATE & TIME: February 20, 2015 @ 3:00 PM

PLACE: Sheriff's Operation Center
Office of the Comptroller, Room 125
2008 E. 8th Avenue
Tampa, FL 33605

PRE-BID CONFERENCE: None

PART A - GENERAL TERMS AND PROVISIONS:

1. Bids: Must be contained in a SEALED envelope addressed to: David Gee, Sheriff, 2008 E. 8th Avenue, Tampa, Florida 33605. To prevent inadvertent opening, the bid must be marked as a BID DOCUMENT (including the BID number, date and time of BID opening) on the outside of the envelope.

If our specifications, when included in our Bid, are not returned with your bid, and no specific reference is made to them in your proposal, it will be assumed that all specifications will be met. When material, sketches, cuts, descriptive literature, vendor's or manufacturer's specifications which accompany the proposal contain information that can be construed or is intended to be a deviation from our specifications, such deviation must be specifically referenced in your bid response.

2. The responsibility for getting the bid to the Sheriff's Office on or before the stated time and date will be solely and strictly the responsibility of the bidder. The Sheriff will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, or any other method of delivery. The bidder shall be responsible for reading very carefully and understanding completely the requirements in the specifications. Bids will not be accepted after the time specified for receipt. Such bids shall be returned to the vendor unopened with the notation "This Bid Was Received After the Time Designated For the Receipt and Opening of Bid's".
3. On-Line Documents: The Hillsborough County Sheriff's Office is publishing documents on its web page (www.hcso.tampa.fl.us) for the convenience of vendors wanting to do business with the Sheriff and to save tax dollars. This service is public record and the Sheriff is responsible only for documents as published. Any modifications or alterations to the original document language may be cause for rejection of a bid.
4. Time for Consideration: Bidder warrants by virtue of bidding the prices quoted in his proposal will be good for an evaluation period of forty-five (45) calendar days from the date of bid opening unless otherwise stated. Bidders will not be allowed to withdraw or modify their bids after the opening time and date.
5. Prices: All bids submitted must show the net bid price after any and all discounts allowable have been deducted. **Prices quoted are to be F.O.B. Destination.** State sales tax and federal excise taxes shall not be included as the Sheriff's Office is tax-exempt. The Sheriff will issue exemption certificates submitted to the successful bidder when requested.

The Bidder's attention is directed to the fact that the tax laws of the State of Florida, including but not limited to Chapter 212, Florida Statutes, apply to this bid matter and that all applicable taxes and fees shall be deemed to have been included in the proposal as part of the materials cost, when applicable.

6. Bid Errors: When errors are found in the extension of bid prices, the unit price will govern. Bids having erasures or corrections must be initialed in ink by the bidder.
7. Condition of Materials & Packaging: Unless otherwise indicated, it is understood and agreed that any item offered or shipped on this bid shall be NEW and in FIRST CLASS CONDITION, that all containers shall be new and suitable for storage or shipment and that prices include standard commercial packaging for the items shipped.
8. Claims: The successful bidder will immediately replace missing or damaged items and will be responsible for making any and all claims against carriers.
9. When to Make Delivery: Deliveries resulting from this bid are to be made during the normal working hours of the Sheriff's Office. It is the bidder's responsibility to obtain this information.
10. Manufacturer's Name: Any manufacturers' names, trade names, brand names information and/or catalog numbers used herein are for purpose of description, reference, and establishing general quality levels. Such references are not intended to be restrictive and products of any manufacturer may be offered if they are approved as equals. The determination as to whether any alternate product or service is or is not equal shall be made by the Sheriff's Office and such determination shall be final and binding upon all bidders.
11. Information and Descriptive Literature: Bidder must furnish all information requested in the bid. If specified, each bidder must submit cuts, sketches, descriptive literature and/or complete specifications covering the products offered. Reference to literature submitted with previous proposals will not satisfy this provision. Bids which do not comply with these requirements will be subject to rejection.
12. Bid Submittal Costs: Submittal of a bid is solely at the cost of the bidder and the Sheriff's Office in no way is liable or obligates itself for any cost accrued to the bidder in coming up with the BID Submittal.
13. No Bid: If the receipt of this request for quotation is not acknowledged, Bidder's name may be removed from the mailing list.
14. Compliance with Occupational Safety and Health Act: Bidder certifies that all material, equipment, etc., contained in his proposal meets all O.S.H.A. requirements.
15. Acceptance and Rejection: The Sheriff, Hillsborough County, Florida, reserves the right to reject any or all bids, for cause, to waive irregularities, if any, in any bid, and to accept the bid or bids which in the judgment of the Sheriff is in the best interest of Hillsborough County.
16. Protests: Any prospective Bidder who disputes the reasonableness or appropriateness of the notice of award, or notice of rejection, for any or all bids will submit a notice of protest in writing within 72 hours (excluding official holidays, Saturdays and Sundays) to the Office of the Comptroller by registered mail.

The Bid evaluation committee will have five working days upon receipt of this notice to meet and consider the dispute as written. The evaluation committee may request additional information from the vendor or request a meeting to gain further clarification of the issues. Upon completion of this review process, the evaluation committee will make a recommendation to the Office of the Comptroller.

NOTE: THE ENTIRE BID PACKAGE MUST BE RETURNED AFTER COMPLETING PARAGRAPH 20. EXCEPTIONS TO THE SPECIFICATIONS, IF ANY, MAY BE NOTED ON THE SPECIFICATION PAGE OR IN YOUR BID RESPONSE. EACH VENDOR'S PROPOSAL AND ANY CLARIFICATIONS TO THAT PROPOSAL AS WELL AS ALL AMENDMENTS OR ADDENDA TO THIS DOCUMENT SHALL BE SIGNED BY AN OFFICER OF THE COMPANY OR A DESIGNATED AGENT EMPOWERED TO BIND THE COMPANY IN CONTRACT.

PART B - SPECIAL PROVISIONS

1. IN GENERAL

The purpose of these specifications is to describe the requirements of the Hillsborough County Sheriff's Office (HCSO) for the one time purchase of one hundred twenty (120) Remington 870P shotguns (Item # 24417) with synthetic stock and eighteen (18) inch rifle sight. The HCSO also wishes to receive a trade in value for one hundred sixteen (116) used shotguns all in working condition. A complete list of the make, model and serial number of the used weapons can be found in Attachment A.

2. SCOPE

The requirements of this bid include delivery of the new weapons and pick up of the trade in weapons as specified to and from the following location:

Walter C. Heinrich Practical Training Site
14063 County Road 39
Lithia, Florida 33547

Any freight, packaging or shipping charges should be included in your offer. The HCSO will not be responsible for packaging or shipping of the trade in weapons.

3. BRAND NAMES

The manufacturer's brand name and model specified represent items that are approved and are currently in use by the Hillsborough County Sheriff's Office. Use of one approved weapon establishes a standard of quality, uniformity and standardization of equipment. We are requesting "NO SUBSTITUTION" on the brand name, model number and configuration of the weapon indicated in this bid document.

4. ESTIMATED QUANTITIES

As a one-time purchase the quantities indicated represent what is needed at the current time. It is unlikely that the purchase quantity or the trade in quantity would increase or decrease during the bid process. However, the Hillsborough County Sheriff's Office reserves the right to add or delete any items from this Bid or resulting award(s) when deemed to be in the best interest of the Sheriff's Office.

Used shotguns are traded for replacement guns approximately once a year. A new invitation to bid will be released for each future purchase.

5. BID OPENING

Bidders are welcome to attend the bid opening, where bidder names will be read along with unit prices. Award, however, will be dependent upon the determination that bidders are both Responsive and Responsible and any other evaluation criteria specified in the bid document. Tabulation of the bid prices and bidder rankings (if applicable) will be published at the time of award. All vendors who submit a bid will receive a copy of the final bid tabulation.

6. AWARD

Award shall be made to the responsible and responsive bidder meeting specifications, price and other factors considered. Award shall be all or nothing.

In the event two (2) or more vendors have submitted the lowest bids, preference may be given in the award in the following order. First, to the vendor who has his/her principal place of business in Hillsborough County; second, to the vendor who has a place of business in Hillsborough County; and, third, if the vendors involved in the "tie proposal" situation are all located inside/outside Hillsborough County, the toss of a coin will be used to break the tie.

Award notification will be sent to vendors receiving an award. Bid results will be available at our web site <http://www.hcso.tampa.fl.us>, on the Purchasing Page. If you do not have internet access, and would like a copy of the proposal results, contact the Purchasing Office at (813) 247-8034.

7. CONTRACT PERIOD

Following announcement of the Award a Purchase Order will be issued for the cost of the new weapons less the trade in value as per the Awardee's bid. No other contract shall be entered. This will be a one-time purchase. Bids for similar purchases/trades are likely to be issued annually or bi-annually depending on HCSO needs.

8. ESCALATION/DE-ESCALATION

Changes in the price or trade in value will not be allowed once the deadline for receipt of bids has passed. There will be no ongoing contract or renewal periods to which price changes might apply.

9. ADDITION/DELETION

The Hillsborough County Sheriff's Office reserves the right to add or delete any items from this Bid proposal or resulting contract(s) when deemed to be in the best interest of the Sheriff. When adding items, the contractor shall provide a fixed price for each item, for review by the Office of the Comptroller. The Sheriff's Office has the sole option to consider adding or deleting any item from the contract. Any additions will be included into the contract for the remainder of the contract term.

10. DEFAULT

The contract may be canceled or annulled by the Hillsborough County Sheriff's Office of the Comptroller in whole or in part by written notice of default to the Awardee upon non-performance or violation of contract terms. An award may be made to the next lowest responsive and responsible proposer based on evaluation, or articles specified may be purchased on the open market similar to those so terminated. Failure of the contractor to deliver materials or services within the time stipulated in these specifications, unless extended in writing by the Comptroller, shall constitute contract default. Vendors who default of contracts may be removed from the vendor mailing lists for future contracts at the discretion of the Comptroller.

11. CANCELLATION

When deemed to be in the best interest of the Hillsborough County Sheriff's Office, any contract(s) resulting from this specification may be canceled by the following means:

- a. Ten (10) calendar days written notice with cause, or;
- b. Thirty (30) calendar days written notice without cause.

12. NEXT LOW BIDDER

In the event of a default by the awarded bidder, the Hillsborough County Sheriff's Office reserves the right to utilize the next lowest responsive and responsible bidder as the new Awardee. In the event of this

occurrence, the next lowest responsive and responsible bidder shall be required to provide the proposed items at the prices as contained on their bid proposal for this specification for the remainder on the award period.

13. DELIVERY

The HCSO expects to receive the complete order within the time period indicated in the vendor's bid proposal or sooner. Lead time and total fulfillment of order time may be a consideration in award.

14. SUBSTITUTION

The Awardee shall not substitute items for like items unless there has occurred some mishap or manufacturer's discontinuation causing a shortage of said items. Such measures may only be enacted after verifying that it will be allowed by the Hillsborough County Sheriff. Samples of items to be substituted shall be made available in advance so that they can be evaluated and approved. Any violation of such procedure will be considered cause for cancellation.

15. VENDOR QUALIFICATIONS

Bidders may be required to furnish evidence in writing that they maintain permanent places of business and have adequate equipment, finances and personnel to furnish the item or service offered satisfactorily and expeditiously.

The Hillsborough County Sheriff's Office reserves the right to inspect the vendor's place of business and/or fitting location (if different) prior to award of any contract, for determining ability to meet terms and conditions as set forth herein.

16. INVOICING AND PAYMENTS

The Awardee may invoice the Hillsborough County Sheriff's Office for items shipped and received. The invoice shall show: **purchase order number**, shipping location, items shipped, quantity and serial number of each shotgun. Also, the invoice shall indicate any portion that is on a backorder and an estimated delivery date.

Payment shall be made in accordance with Section 215.422, F.S., which states the contractor's rights and the Sheriff's Office responsibilities concerning interest penalties and time limits for payment of invoices.

Invoices/credit card receipts should be addressed to: Hillsborough County Sheriff's Office, Accounts Payable, P.O. Box 3371, Tampa, FL 33601 and may be mailed to the same address or emailed to accountspayable@hcsotampa.fl.us. ACH and Purchasing Card payments are preferred and available upon request and authorization. Please inquire at accountspayable@hcsotampa.fl.us or at 813-247-8276.

17. EMERGENCY

If and when an emergency requirement should occur, the Sheriff's Office reserves the right to deviate from this contract and procure the item(s) from the most available source.

18. EXCEPTIONS TO BID

All bid submittals must clearly state with specific detail all deviations to the requirements imposed upon the Bidder by the General Terms and Provisions (Part A) and Special Provisions (Part B). Such deviations should be stated upon the BID Response (Part C) or appended thereto. Bidders are hereby advised that the Hillsborough County Sheriff will only consider bids that meet the specifications and other requirements imposed upon them by this bid package. In instances, where an exception is stated upon the BID Response (Part C), said bid will be subject to rejection by the Hillsborough County Sheriff in recognition of the fact that said bid does not meet the exact requirements imposed upon the Bidder by the General Terms and Provisions (Part A) and the Special Provisions (Part B).

PART C - BID RESPONSE

The undersigned understands that this Request for Bid **must be signed** in ink and that the **unsigned** Invitation to Bid will be considered incomplete and subject to rejection by the Hillsborough County Sheriff's Office.

SUBJECT TO DEVIATIONS STATED BELOW, THE UNDERSIGNED, BY THE SIGNATURE EVIDENCED, REPRESENTS THAT THE BIDDER ACCEPTS THE TERMS, CONDITIONS, MANDATES, AND OTHER PROVISIONS OF THE FOREGOING GENERAL TERMS AND CONDITIONS (PART A) AND THE SPECIAL PROVISIONS (PART B), SAID DOCUMENTS BEING THE STRICT BASIS UPON WHICH THE SAID BIDDER MAKES THIS PROPOSAL.

* * * USE INK ONLY * * *

ALL THE FOLLOWING INFORMATION MUST BE HEREUPON GIVEN FOR THIS

REQUEST FOR BID TO BE CONSIDERED BY THE

HILLSBOROUGH COUNTY SHERIFF'S OFFICE

EXCEPTIONS TO BID: NOTES - ANY REPRESENTATION (BELOW) OR EXCEPTION(S) MAY CAUSE THIS REQUEST FOR BID TO BE REJECTED BY THE HILLSBOROUGH COUNTY SHERIFF'S OFFICE. **ALL BIDDERS SHOULD CAREFULLY READ PARAGRAPH 18 OF THE SPECIAL PROVISIONS (PART B).**

1. The following represents every deviation (itemized by number) to the foregoing General Terms and Provisions (Part A), Special Conditions (Part B) upon which this Invitation to Bid is based, to wit:

2. Pricing

The undersigned has carefully examined the bid package and all conditions affecting the cost of the commodities required by the Hillsborough County Sheriff's Office.

We hereby propose to furnish the below described service or commodity in accordance with the bid package, except as noted on attached Exceptions Form:

DESCRIPTION	Quantity	Unit Price	Extended Price
A. Remington 870 P Shotgun #24417 12 Gauge, Synthetic Stock, Rifle Sight No Engraving	<u>120</u>	\$ _____ Each	\$ _____
B. Trade in Value			
a. Remington 870 P 12Gauge Wood Stock, Bead Sight	<u>115</u>	\$ _____ Each	\$ _____
b. Smith & Wesson 3000 12 gauge	<u>1</u>	\$ _____ Each	\$ _____
C. Time for Delivery Complete After Receipt of Order			_____ Calendar Days
D. Describe Method of Delivery and Pick up:			

3. VENDOR INFORMATION

Company Name: _____

Federal Tax ID Number: _____

Check One: () Proprietorship
() Partnership
() Corporation

Physical Address _____

Remit to Address _____

Warehouse Address _____

Telephone Number: (_____) _____ Fax Number (_____) _____

Contact Person regarding Order Name & Title _____

_____ Email Address: _____

Our company has been in business under its current name since: _____

Check all that apply - We accept Payment by Check _____ ACH/EFT _____ Credit Card _____

At this present time we understand all requirements and state that as a serious bidder we will comply with all the stipulations included in the BID package.

The above named Vendor affirms and declares:

1. That the Vendor is of lawful age and that no other person, firm or corporation has any interest in this bid or in the contract offered to be entered into;
2. That this bid is made without any understanding, agreement, or connection with any other person, firm or corporation making a bid for the same purpose, and is in all respects fair and without collusion or fraud;
3. That the Vendor is not in arrears to Hillsborough County or the Sheriff upon debt or contract and is not a defaulter, as surety or otherwise, upon any obligation to the Sheriff;
4. That no officer or employee or person whose salary is payable in whole or in part from the County Treasury is, shall be or become interested, directly or indirectly, surety or otherwise in this proposal; in the performance of the contract; in the supplies, materials, equipment, and work or labor to which they relate; or in any portion of the profits thereof.

The undersigned agrees that this bid shall remain open for forty-five (45) days following the opening of bids.

Respectfully submitted by,

Print Name

Title

Signature _____ Date: _____

Vendor Application Form

Hillsborough County Sheriff's Office
2008 E. 8th Avenue, Tampa, Florida 33605
David Gee, Sheriff
www.hcso.tampa.fl.us



Purchasing Unit
P. O. Box 3371, Tampa, Florida 33601
Phone 813-247-8034
purchasing@hcso.tampa.fl.us

To establish your business as a supplier to the Hillsborough County Sheriff's Office please provide the following documentation along with this completed application:

- Completed and Signed IRS Form W9
- Business Tax Receipt from Hillsborough County or other municipality's business license.
- Certificates of Liability & Workers' Compensation Insurance for on-site service providers.

Completed forms may be sent to purchasing@hcso.tampa.fl.us or faxed to 813-242-1826.
Refer to the Purchasing page at www.hcso.tampa.fl.us for additional information.

Business Name (As shown on your invoice): _____

Federal Tax ID No. _____ OR Social Security No. _____

Check One: Corporate Entity _____ Non Corporate (1099) _____ Sole Proprietor (1099) _____

Owner's Name as per IRS records, if reporting under SS# _____

Business Type: Commodity _____ Services _____ (Provide Certificates of Insurance if working on HCSO property)

Office Phone: _____ Fax: _____ Website: (If available) _____

Mailing Address: _____

Remit to Address (Checks are to be mailed to): _____

Visa Accepted: Yes No Additional Information: _____

SALES CONTACT

ACCOUNTING CONTACT

Name: _____

Name: _____

Office Phone: _____

Phone: _____ Fax: _____

Cell Phone: _____

Email: _____

Email: _____

To receive electronic payments please complete "Authorization for Electronic Payment" form available on the website on the

OFFICE USE ONLY: Number Assigned: _____ Date: _____ Completed by: _____	
Search Type: <u>V</u> Other _____ RMT # _____	ACH: <u>Y</u> or <u>N</u>
Assigned Codes: Tax Status C _____ N _____ P _____ X _____	Payables: <u>Y</u> or <u>N</u> Receivables: <u>Y</u> or <u>N</u>
Industry Classification: _____ 1099 Reporting: A1 _____ A3 _____ A6 _____ A7 _____ AC _____ Other _____	
HCSO Staff Requesting Vendor Set-Up _____	

Form W-9 (Rev. January 2011) Department of the Treasury Internal Revenue Service	<h2 style="margin:0;">Request for Taxpayer Identification Number and Certification</h2>	Give Form to the requester. Do not send to the IRS.
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Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name/disregarded entity name, if different from above	
	Check appropriate box for federal tax classification (required): <input type="checkbox"/> Individual/sole proprietor <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	<input type="checkbox"/> Exempt payee
	<input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶	
	<input type="checkbox"/> Other (see instructions) ▶	
Address (number, street, and apt. or suite no.)		Requester's name and address (optional)
City, state, and ZIP code		
List account number(s) here (optional)		

Part I Taxpayer Identification Number (TIN)																			
Enter your TIN in the appropriate box. The TIN provided must match the name given on the "Name" line to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I Instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a TIN</i> on page 3.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center; font-size: 8px;">Social security number</td> </tr> <tr> <td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td> </tr> </table>	Social security number																	
Social security number																			
Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td colspan="9" style="text-align: center; font-size: 8px;">Employer identification number</td> </tr> <tr> <td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td><td style="width: 10%;"> </td> </tr> </table>	Employer identification number																	
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Part II Certification	
Under penalties of perjury, I certify that:	
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and	
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and	
3. I am a U.S. citizen or other U.S. person (defined below).	
Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 4.	

Sign Here	Signature of U.S. person ▶	Date ▶
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General Instructions

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

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, real estate transactions, mortgage interest you paid, acquisition or abandonment 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 alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify 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 exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If 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,
- A partnership, corporation, company, or association created or organized in 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 partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the 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 withholding on your share of partnership income.

STATEMENT OF NO BID

NOTE: If you do not intend to bid on this request, please return this form immediately to:

HILLSBOROUGH COUNTY SHERIFF'S OFFICE
OFFICE OF THE COMPTROLLER PURCHASING SECTION
purchasing@hcsotampa.fl.us or Fax 813-242-1826

We, the undersigned, have declined to bid on your BID No. 2-15 Remington 870P Shotguns for the following reasons:

- Specifications too "tight", i.e., geared toward one brand or manufacturer only (explain below).
- Insufficient time to respond to the Invitation for Bid.
- We do not offer this product or an equivalent.
- Our Product schedule would not permit us to perform.
- Unable to meet specifications.
- Unable to meet Bond Requirements.
- Specifications unclear (explain below).
- Remove our company from your bid / proposal notification list.
- Other (specify below)

We understand that if the "no request" letter is not executed and returned, our name may be deleted from the list of qualified bidders for the Hillsborough County Sheriff's Office.

PLEASE PRINT -

Company Name _____

Telephone Number _____

Company Officer/Owner (Print Name & Title)

Signature _____

Date _____

Below is an example of the information required on the outside of your Bid Package.
You may use this as a label if you wish.

**DAVID GEE, SHERIFF
2008 E. 8TH AVE
TAMPA FL 33605**

ATTN: PURCHASING Phone ext 8034

BID PACKAGE SUBMITTAL

BID# 2-15 Remington Shotguns

**OPENING DATE/TIME:
February 20. 2015 @ 3:00 PM**

