REQUEST FOR BIDS NUMBER: T-2866  
TITLE: CNC Turning Center Lathe Package  
DUE DATE: Tuesday, August 21, 2012  
TIME: 3:00 PM local time  
BUYER: Greg Van wart  
Telephone number: 505-224-4546  
Fax number: 505-224-4548  
E-mail address: gvanwart@cnm.edu  
NUMBER OF RESPONSES REQUIRED: One (1) original and one (1) copy  

INSTRUCTIONS TO BIDDERS:  
The Central New Mexico Community College (CNM) invites you to submit a bid on the material and/or services specified within this Request for Bid (RFB). Please read carefully all instructions, specifications, terms and conditions. Failure to comply with the instructions, specifications, terms and conditions of the Invitation may result in your bid being declared non-responsive. The purchase of materials and/or services awarded under this Invitation are subject to CNM's General Terms and Conditions as well as all statements contained in this Request for Bid. All terms and conditions of the Request for Bid will remain unchanged for the duration of any resultant agreement(s) and will supersede and take precedence over any bidder agreement forms. Additional or different terms proposed by the vendor are hereby rejected. New Mexico criminal law prohibits bribes, gratuities and kickbacks (13-1-28 through 13-1-199, NMSA 1978).

To bid on the goods or services specified herein, type or print the information requested in the spaces provided on the response forms supplied per SECTIONS D, E.1 AND E.2. All blank spaces for bid prices, manufacturer’s name and product number offered, delivery, warranty, etc. must be written in ink or typed. The completed form must then be printed out, signed, and submitted with the SEALED response. Corrections shall be initialed in ink by person signing the bid. When bidder makes mistakes in calculating total price where quantities are involved, the unit price shall prevail. If you wish to offer more than one bid for a single item or group of items specified, copy the response form and fill in all spaces by typing or printing in ink. Clearly label the top as an alternate bid, and submit all responses in the same envelope as the original bid. Submit the number of copies of your bid specified above. Each copy is to include all supporting documentation. Failure to submit the required number of copies may result in your bid being considered non-responsive.

The completed bid package must be placed in a SEALED ENVELOPE and submitted to the above address no later than the time and date specified above. Failure to properly identify this RFB # and Bid Due Date and Time on the lower left outside corner of your sealed proposal envelope may result in either premature opening of your proposal or failure to open it upon the correct closing date and time. Fax or email responses will not be considered for award.

Note: Any and all clarifications of instructions, specifications, scope, requirements, terms and conditions, insurance, bonds, or bid preparation, etc. shall be made only by the Buyer listed above. All requests for clarification or exception to instructions, terms and conditions, specifications, requirements, scope, insurance, bonds, or bid preparation, etc. must be made in writing, addressed to the Buyer listed above, and submitted no later than five (5) days prior to the bid due date. Technical questions concerning the requirements of the requester should be directed to the technical clarification contact listed above. If appropriate, CNM Purchasing shall issue written Amendments and addendums and post them at http://www.cnm.edu/purchasing/. It is ultimately the offeror’s responsibility to check for any updates to this procurement.

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SECTION A: STANDARD BID TERMS AND CONDITIONS

1. ACCEPTANCE.
   Equipment and/or Services - Right to reject; specifications.
   (I) All equipment and/or services furnished will be subject to
   inspection and testing by buyer and buyer's agents upon arrival and
   after installation. Any equipment and/or services found by buyer in
   its sole discretion to be not in accordance with the specifications,
   drawings, plans, instructions, performance criteria, samples or other
   description furnished or adopted by buyer for the order or otherwise
   not in conformance with the terms of the order shall be subject to
   rejection, return and back charge as appropriate, together with the
   necessary costs of handling and shipping. Buyer's payment of all or
   any part of the purchase price prior to such inspection, testing and
   non-acceptance of the equipment and/or services involved shall not
   constitute a waiver of any of buyer's rights hereunder.

   (II) When supplier believes that the work and equipment are
   "finally completed", it shall notify buyer in writing and upon receipt
   of said notice, buyer shall inspect the work and either accept such
   work as being "finally completed" or identify in writing to supplier
   that the work is not finally completed in the opinion of buyer and
   state specifically why buyer believes the work is not finally
   completed. The work and equipment shall be considered finally
   completed following successful start-up of the equipment and full
   operation of such equipment for a reasonable number of days or for
   such period of time set forth in the applicable Purchase Order, and
   at that time supplier shall submit a final payment application for all
   amounts remaining due and owing to supplier under the applicable
   Purchase Order.

2. ACKNOWLEDGMENT OF AMENDMENT/ADDITION.
   Bidders shall acknowledge receipt of any amendments/Addenda to
   this Invitation by identifying the amendment number and date in the
   space provided on the form labeled “Signature of Firm’s Authorized
   Representative”. Failure to acknowledge Amendments/Addendums
   may render the offer as being non-responsive. Non-responsive
   offers will not be considered for award.

3. ADDRESSES FOR NOTICES. Any notice required to be given or
   which may be given under this Invitation or the resultant price
   agreement shall be in writing and delivered in person or via first class
   mail to the following address:
   Central New Mexico Community College
   Purchasing Department
   525 Buena Vista, SE
   Albuquerque, NM  87106

4. AWARD OF BIDS. CNM reserves the right to award this bid based
   on price and any other evaluation criteria contained herein; to reject
   any and all bids or any part thereof, and to accept the bid that is in the
   best interest of CNM.

5. AWARDS. CNM reserves the right to make multiple awards of the
   items, projects and/or sections of this Invitation. Price agreements
   may be awarded on a unit basis for each individually numbered item to
   the lowest responsible bidder; or when a group of items have been
   consolidated for uniformity, it may be necessary to bid all inclusive
   items to receive consideration.

6. BID NEGOTIATION. Bidders will not be afforded an opportunity
   for discussion and revision of bids.

7. BID OPENING. Bid will be opened publicly on the bid due date
   and time specified on the bid cover sheet in the Purchasing
   Department Office. Anyone may attend the opening.

8. BRAND NAME NOT REQUIRED. Brand name restrictions do not
   apply to this invitation and alternate brands will be considered.

9. CANCELLATION. CNM reserves the right to cancel without
   penalty this Invitation, the resultant price agreement or any portion
   thereof for unsatisfactory performance, unavailability of funds, or
   when it is in the best interest of CNM.

10. CHANGES/ALTERATIONS AFTER AWARD. Changes or
    alterations after the award can only be made if agreed to in writing by
    CNM.

11. CONFIDENTIALITY. Any information provided to or developed
    by the Contractor in the performance of the resultant agreement shall
    be kept confidential and shall not be made available to any other
    individual or organization by the Contractor without prior written
    approval of CNM.

12. CONTRACT. CNM’s purchase order shall be considered the binding
    agreement/contract. In the event of any inconsistent or incompatible
    provisions, the purchase order (excluding contractor’s bid) shall take
    precedence, followed by the provisions of the Invitation to Bid, and
    then lastly, the terms of the vendor’s bid response.

13. CONTRACTOR GUARANTEE. The contractor shall guarantee all
    materials, equipment and workmanship furnished and or installed to be
    free of defects and shall agree to replace solely at his/her expense any
    and all defective equipment, parts, etc. within a one year period after
    the date of acceptance of the items and or installation by CNM, unless
    otherwise agreed to in writing at the time of award.

14. DAMAGE AND SECURITY OF CNM PROPERTY. The
    contractor shall be responsible for all damage to persons or property
    that occurs as a result of his/her fault or negligence, or that of any of
    his/her employees, agents and or subcontractors. He/she shall save
    and keep harmless CNM against all loss, cost, damage, claims,
    expense or liability in connection with the performance of the resultant
    price agreement. Any equipment or facilities damaged by the
    contractor's operations shall be repaired and or restored to their
    original condition at the contractor's expense, including but not limited
    to cleaning and painting. The contractor shall be responsible for
    security of all his/her equipment and for the protection of work done
    under the resultant price agreement until final acceptance of the work.

15. DELIVERY. Delivery is an important consideration and may be a
    factor in determining the award. Please state your earliest delivery
    date in the space provided on the response form. Delivery to be made
    to CNM Receiving/Warehousing, 901 Buena Vista SE, Albuquerque,
    NM 87106, unless otherwise specified.

16. DELIVERY DELAYS. If after award, the contractor becomes aware
    of possible problems that could result in delay in the agreed-to delivery
    schedule, the contractor must immediately notify the Buyer or the
    designated representative. The initial notification of the delay may be
    verbal with a written confirmation, giving the probable cause and
    effect, with recommendations for alternate action. Nothing in this
    paragraph will be interpreted as relieving the contractor of his/her
    contractual obligations. However, failure to notify CNM promptly
    will be a basis for determining the contractor responsibility in an
    otherwise excusable delay.

17. DISCREPANCIES. If any bidder is of the opinion that the bid
    specifications as written preclude his/her it from submitting a
    response to this Invitation to Bid, it is specifically requested that
    the bidder’s opinion be made known to the Buyer, in writing, at
    least seven (7) days prior to the established bid opening date.
18. **DISRUPTION OF NORMAL ACTIVITY.** All work shall be performed so as not to interfere with normal CNM activities. When it is necessary to disrupt normal activities, the schedule of work and the areas to be affected must be approved by CNM's authorized representative prior to commencement of the work.

19. **EMPLOYEE CERTIFICATION.** The contractor and all contractor's employees utilized on the work to be performed under this Invitation must have the proper certification(s) and license(s) to comply with State and local requirements connected to this invitation. The contractor shall use only fully qualified and approved service technicians to perform inspections, service and or repairs under this Invitation.

20. **EQUIPMENT REQUIRED.** The contractor shall be responsible for supplying and maintaining all equipment and materials necessary to complete the work under this Invitation except as otherwise noted in the Specifications.

21. **EXCLUSIVE RIGHTS.** Under no circumstances shall this Agreement be construed or deemed to be a contract whereby CNM grants Contractor exclusive right to furnish CNM its needs or requirements for services described herein.

22. **FORCE MAJEURE.** Neither party to the resultant agreement will be liable to the other for any failure or delay in performance under the resultant agreement due to circumstances beyond its reasonable control including, but not limited to, acts of God, accidents, labor disputes, acts or omissions and defaults of third parties, and official, government or judicial action not the result of negligence of the party failing or late in performing.

23. **GENERAL TERMS AND CONDITIONS.** CNM's General Terms and Conditions are an equal and integral part of this Invitation.

24. **GOVERNING LAW.** This Invitation and the resultant price agreement will be interpreted and governed by the Laws of the State of New Mexico.

25. **INSPECTIONS.** The contractor shall be responsible for securing at his/her expense, all required inspections to comply with Federal, State, and or local regulations governing the work performed under this Invitation. CNM will inspect all work done under this invitation to verify compliance with specifications contained herein. The contractor shall call for all required inspections and have a representative present at all inspections.

26. **INVITATION TERMS PART OF CONTRACT.** This Invitation along with its attachments will be considered to be part of the resultant price agreement and or purchase order and is to be incorporated by reference.

27. **LATE SUBMISSIONS.** Late submissions of bids will not be considered unless it is determined by CNM that the late receipt was due solely to mishandling by CNM or if the bid is the only one received. All other late submissions will be returned unopened.

28. **MODIFICATIONS.** Only modifications received prior to the time specified for the closing will be accepted. No modifications will be accepted following the opening. Technical clarifications of the offer may be requested by the Buyer following the opening.

29. **NEW MATERIALS REQUIRED.** All materials and equipment delivered and or installed under this Invitation shall be new and be the standard products of a manufacturer regularly engaged in the production of the materials and equipment (unless otherwise specified in the supplementary bid terms and conditions). Where two or more units of the same class of materials and or equipment are required, the units shall be the products of the same manufacturer. Any manufacturer's data supplied with the items shall be submitted to CNM's authorized representative.

30. **NUMBER FOR BID CLARIFICATION.** The Bidder should include a local or toll-free number for bid clarifications. Failure to do so may result in the bid being declared non-responsive.

31. **OPTION TO RENEW.** CNM reserves the option to renew the resultant agreement, contingent upon fiscal funding, as provided for within Section 13-1-150 NMSA 1978, if such renewal is found to be in the best interests of CNM. Renewal options will be exercised in increments of one-year terms unless otherwise agreed to by both parties.

32. **OWNERSHIP OF MATERIAL.** During the term of the resultant agreement, ownership of all data, material, and documentation originated and prepared by the contractor for CNM shall belong exclusively to CNM.

33. **PACKAGING.** Packaging of materials shall be suitable to insure that the materials are received in an undamaged condition. All material returns will be at the contractor's expense.

34. **PAYMENT DISCOUNTS.** CNM will take advantage of payment discounts offered whenever possible; however, payment discounts will not be used as a means to determine the lowest responsible bidder.

35. **PERIOD FOR BID ACCEPTANCE.** The Bidder agrees, if his/her bid is accepted within 90 calendar days of the closing date, to furnish the goods and services at the prices set forth in his/her bid, delivered to the designated point(s) within the specified time in the delivery schedule. Failure to comply may result in removal from the bidlist. An additional time period may be requested elsewhere in this Invitation.

36. **PUBLIC INFORMATION.** All information, except that marked as confidential, will become public information at the time that the Bid is opened. Confidential information must be marked "CONFIDENTIAL" in red letters in the upper right hand corner of the sheets containing the confidential information. Price and information concerning the specifications cannot be considered confidential.

37. **REFERENCES MAY BE REQUIRED.** Bidder may be requested to furnish the minimum number of references requested herein. Failure to submit the information may result in your bid being considered non-responsive. Bidder, by furnishing these references, agrees to allow CNM to contact any person or organization listed, and to utilize information obtained in the evaluation of the bid response.

38. **RELEASES.** Upon final payment of the amount due under the terms of the resultant agreement, the Contractor shall release CNM, its officers and employees from all liabilities, claims and obligations arising from or under the terms of the resultant agreement. The Contractor agrees not to purport to bind CNM to any obligation not assumed herein by CNM unless CNM has expressly authorized the Contractor to do so and then only within the strict limits of that authority.

39. **REPLACEMENT PARTS.** The quality of all replacement parts shall be equal or greater than the quality of the original parts being replaced. All replacement parts shall be new unless otherwise agreed to in writing.

40. **REPORTS AND INFORMATION.** At such times and in such forms as CNM may require, there shall be furnished to CNM such statements, records, reports, data and information, as CNM may request pertaining to matters covered by all resultant agreements to this Invitation to Bid.

41. **RESIDENTIAL PREFERENCE.** In evaluating bids for purchases over $20,000 using State funds, residential preference of 5% will be used in compliance with Sections 13-1-21 of the New Mexico Statutes 1978 Annotated, Chapter 13. Federal law prohibits the use
of residential preference when the expenditure involves Federal funds.

42. **RESPONSIBLE BIDDER.** CNM reserves the right to conduct any investigations deemed necessary to determine the responsibility of a bidder (i.e., prove that his/her financial resources, production or service facilities, personnel, service reputation and experience are adequate to make satisfactory delivery of the services, construction or items of tangible personal property described in the invitation for bids). Bidder shall provide audited financial statements if requested by CNM.

43. **RESPONSIVENESS OF BIDS.** Bidders are hereby expressly instructed that all bids in response to this solicitation shall meet all specifications and requirements of this solicitation.

44. **SEVERABILITY.** If any provision of the resultant agreement is found invalid or unenforceable, the remainder of the resultant price agreement will be enforced to the maximum extent permissible and the legality and enforceability of the other provisions of the resultant agreement will not be affected.

45. **SIGNATURE.** The response must be signed by an authorized representative in order for bid to be considered responsive. Compete and return the form labeled “Signature of Firm’s Authorized Representative” with bid response.

46. **STATE AND LOCAL ORDINANCES.** The contractor shall perform work under the resultant price agreement in strict accordance with the latest version of all State and local codes, ordinances, and regulations governing the work involved. All materials and labor necessary to comply with the rules, regulations and ordinances shall be provided by the contractor. Where the drawings and/or specifications indicate materials or construction in excess of the code requirements, the drawings and/or specifications shall govern. The contractor shall be responsible for the final execution of the work to meet these requirements. In the event of a conflict between various codes and standards, the more stringent shall apply.

47. **STATUS OF CONTRACTOR.** The Contractor is an independent contractor performing services for CNM and neither he/she nor his/her agents or employees shall, as a result of the resultant agreement, accrue leave, retirement, insurance, bonding authority, use of CNM vehicles, or any other benefits, prerequisites or allowances normally afforded only to employees of CNM. The contractor acknowledges that all sums received under the resultant agreement are personally reportable by him/her for income, self-employment and other applicable taxes.

48. **SUBCONTRACTORS.** Any work subcontracted by the contractor shall require the prior written approval of the subcontractor by CNM.

49. **SUBMISSIONS OF SAMPLES/DRAWINGS/LITERATURE.** It may be necessary to test samples or have demonstrations to make an award. All samples, when required, shall be furnished free of expense to CNM. Returns shall only be made at the Bidder’s request and expense. Bid samples or descriptive literature should not be submitted unless expressly requested; and, regardless of any attempt by a bidder to condition the bid, unsolicited bid samples or descriptive literature shall be submitted at the Bidder’s risk.

50. **TAXES.** CNM is exempt from Federal Excise Taxes and from New Mexico Sales Taxes on Materials, except construction materials used by a contractor. Services are not exempt. Taxes on services should be included as a separate line item and not included in your base price bid. Applicable taxes are excluded from the evaluation of the bid.

51. **TECHNICALITIES.** CNM reserves the right to waive any technical irregularities in the form of the bid of the low bidder which do not alter price, quality or quantity of the services, construction or items of tangible personal property bid.

52. **TELEGRAPHIC/FACSIMILE BIDS.** Telegraphic/Facsimile bids will not be considered. However, bids may be modified by telegraphic/facsimile notice, provided that the notice is received by the time and date specified for the closing.

53. **TERMINATION.** Termination for cause. If the contractor, for any cause, fails or omits to carry out the work in an acceptable manner, CNM may give notice in writing of such failure or omission and of a reasonable time within which to cure the deficiency. Contractor shall be required to take corrective measures within such time. Contractor's failure to comply with such notice and to cure the deficiency as provided in the notice shall subject the Agreement to immediate termination by CNM. In the event of a for-cause termination, CNM shall terminate the Agreement by delivering to the Contractor a written notice of termination. The effective date of termination shall be the date stated in the notice or, if no date is stated, then the date of delivery of the notice. Upon delivery of such notice, Contractor shall have the right to receive payment for services performed prior to termination date, including reimbursement then due.

Termination for convenience of CNM. On fifteen (15) business days written notice to Contractor, CNM may terminate the Agreement in whole or in part for its own convenience in the absence of any default by Contractor. In the event of a no-cause termination, CNM shall terminate the Agreement by delivering to Contractor notice of termination without cause specifying the extent to which performance of work under the Agreement is terminated and the date upon which such termination becomes effective. The effective date of termination shall be the date stated in the notice or, if no date is stated, then the fifteenth (15) business day after delivery of the notice. Within ten (10) calendar days of the effective date of termination, Contractor shall deliver to CNM all documents and any other materials developed under the Agreement. Upon delivery of such notice, the Contractor shall have the right to receive payment for services performed to termination date, including reimbursement then due.

54. **WITHDRAWAL OF BIDS.** Bids may be withdrawn by written notice, telegram or in person by a bidder or an authorized representative any time prior to the award. Bids requiring bid security may result in forfeiture of the security if the bid is withdrawn following the opening.

55. **WORKMANSHIP/COOPERATION.** All work shall be done in a neat, workman-like manner using acceptable equipment and methods. The contractor will cooperate with CNM and other contractors and coordinate his/her work involving other contractors through CNM's authorized representative.
SECTION B: GENERAL TERMS AND CONDITIONS

1. Inspection and Audit. a. CNM may inspect, at any reasonable time, any part of Seller's plant or place of business which is related to performance of this Purchase Order. Acceptance of delivery shall not be considered acceptance of the materials, supplies or services furnished. Final inspection of product and services will be made at the destination. Any testing or inspection procedures required by the specifications are in addition to CNM's rights under this paragraph.

b. The Contractor shall maintain detailed time records which indicate the date, time and nature of services rendered. Contractor shall maintain detailed records of all materials or supplies delivered to CNM under this Purchase Order, including serial numbers and other appropriate identifiers. These records shall be subject to internal and external audit. CNM shall have the right to audit billings both before and after payment. Payment under the resultant Agreement shall not preclude CNM from recovering excessive, erroneous or illegal payments previously made to the Contractor.

2. Warranties. Seller warrants the materials, supplies or services furnished to be exactly as specified in this order, free from defects in Seller's design, labor, materials and manufacture, and to be in compliance with any drawings or specifications incorporated herein and with any samples furnished by Seller. All applicable UCC warranties, express and implied, are incorporated herein.

3. Acceptance and Rejection. If prior to final acceptance, any materials, supplies or service are found to be defective or not as specified or, if, or if CNM is entitled to revoke acceptance of them, CNM may reject or revoke acceptance, require Seller to correct without charge within a reasonable time, or require delivery at an equitable reduction in price at CNM's option. Seller shall reimburse CNM for all incidental and consequential costs related to unaccepted materials, supplies or service. Notwithstanding final acceptance and payment, Seller shall be liable for latent defects, fraud, or such gross mistakes as amount to fraud. Acceptance of performance shall not waive CNM's right to claim damages for breach.

4. Assignment. This order is assignable by CNM. Except as to any payment due hereunder, this order is not assignable by Seller without written approval of CNM.

5. Changes. CNM's Purchasing department may make changes within the general scope of this order by giving notice to Seller and subsequently confirming such changes in writing. If such changes affect the cost of the time required for performance of this order, an appropriate equitable adjustment shall be made. No change by Seller shall be recognized without prior written approval of CNM's Purchasing department. Any claim of Seller for an adjustment under this paragraph must be made in writing within thirty (30) days from the date of receipt of Seller of notification of such change, unless CNM waives this condition. Nothing in this paragraph shall be construed to excuse Seller from proceeding with performance of the order as changed hereunder.

6. Termination and Delays. CNM, by written notice stating the extent and effective date may terminate this order for convenience in whole or in part, at any time. CNM shall pay Seller as full compensation for performance until such termination: (1) the unit or pro rata order price for the delivered and accepted portion; and (2) a reasonable amount to be approved by CNM, and not otherwise recoverable from other sources by Seller, with respect to the undelivered or unaccepted portion of this order. Provided, however, compensation hereunder shall in no event exceed the total order price. Such amount will be limited to Seller's actual cost and may not include anticipated profits.

CNM may terminate this order by written notice in whole or in part for Seller's default if Seller refuses or fails to comply with the provision of this order, or fails to make progress so as to endanger performance and does not cure such failure within a reasonable period of time. In such event, CNM may otherwise secure the materials, supplies or services ordered, and Seller shall be liable for damages suffered by CNM, including incidental and consequential damages. If, after notice of termination, CNM determines Seller was not in default, or if Seller's default is due to failure of CNM, termination shall be deemed for the convenience of CNM. The rights and remedies of CNM provided in this article shall not be exclusive and are in addition to any other rights and remedies provided by law or under this order. As used in this paragraph, the word "Seller" includes Seller and its subprocessors at any tier.

7. Equal Employment Opportunity. Contractor shall not discriminate with regard to hiring, termination or other incidents of employment on the basis of race, sex, national origin, religion, age or handicap.

8. Indemnification and Insurance. Seller assumes the entire responsibility and liability for losses, expenses, damages, demands and claims in connection with or arising out of any actual or alleged personal injury (including death) and/or damage to property sustained or alleged to have been sustained in connection with or arising out of the performance of the work by Seller. Costs of such losses, expenses, damages, demands and claims shall be subject to the limitations of the New Mexico Tort Claims Act. Seller shall indemnify and hold harmless CNM, its officers, agents, and employees from any and all liability for such losses, expenses, damages, demands, and claims and shall defend any suit or action brought against any or all of them based on any actual or alleged personal injury or damage and shall pay any damage costs and expenses including attorneys fees, in connection with or resulting from such suit or action. Seller shall indemnify it and its subcontractors will maintain public liability and property damage insurance in reasonable amounts covering the above obligation and will maintain workers' compensation coverage covering all employees performing this order.

9. Patent and Copyright Indemnity. Seller shall pay all royalty and license fees relating to deliverables and other items covered hereby. In the event any third party shall claim that the reproduction, manufacture, use, or sale of goods or items covered hereby infringes any copyright, trademark, patent, or other proprietary or intellectual property rights, Seller shall indemnify and hold CNM harmless from any cost, expense, damage, or loss resulting therefrom.

10. Discounts. Any discount time will not begin until the materials, supplies, or services have been received and accepted and correct invoice received by CNM's Purchasing Department. In the event testing is required, the discount time shall begin upon the completion of the tests.

11. Penalties. The Procurement Code, Section 13-1-28 et seq., imposes civil and criminal penalties for its violation. In addition, the New Mexico criminal statutes impose felony penalties for bribes, gratuities and kickbacks.
SECTION C: SCOPE OF WORK AND SPECIFICATIONS FOR BID T-2866

Central New Mexico Community College is requesting bids for the purchase of “CNC Turning Center Lathe Package” on behalf of the Applied Technologies Department. Note: CNM is eligible for academic pricing. CNM is a secondary educational institution supported by the State of New Mexico. Please refer to Section D Bidders response form for specifications.

INSTRUCTIONS TO BIDDERS

Bidders are encouraged to submit prices on any or all items as their ability to furnish dictates. CNM reserves the right to make multiple awards of the items, projects and/or sections of this Invitation.

1. All prices shall be F.O.B. Destination and shall include all charges, including but not limited to freight, insurance, and other associated costs that may be imposed in fulfilling the terms of this agreement. All equipment, labor, packaging, supplies, materials, freight, shipping, handling, delivery, manufacturers warranty, placement, set up, installation, on-site training, maintenance, inspections, insurance, documentations and other associated costs are to be included in the unit costs bid.

2. The bidder should present in detail, all products and services offered in response to this invitation. Bidders shall provide enough information to support that items offered meet all critical specifications identified in Bidder’s Response Form.

3. Brand name or equal specification:
   a. Alternate brands will be considered.
   b. The use of a brand name is for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition.
   c. Any offer that proposes like quality, design or performance will be considered, providing sufficient descriptive literature, specification sheets, etc. are included to properly evaluate the equivalency.
   d. It is the bidder’s responsibility to make sure all products proposed are adequately described.
   e. Bidders shall provide brand name, model, and all applicable part numbers, for all substitute items offered, in Section E of the Bidder’s Response Form.

4. It should not be assumed that the buyer has specific knowledge of the products proposed, but has sufficient technical background to conduct an evaluation when presented complete information.

5. Sample products and/or additional information to support an “alternate brand” may be required at no charge to CNM. Such items shall be delivered to the Purchasing Department within three (3) working days of the request. CNM WILL BE THE SOLE JUDGE OF EQUIVALENCY.

6. Questions should be directed to the Buyer, Greg Van Wart, (505) 224-4546. If appropriate, CNM Purchasing shall issue a written Amendment/Addendum, which shall thereafter become part of this Invitation to Bid. No oral interpretations shall be binding upon CNM unless reduced to a written Amendment/Addendum issued by CNM Purchasing prior to the bid due date and time.

7. CNM will take advantage of payment discounts offered whenever possible; however payment discounts will not be used as a means to determine the lowest responsible bidder.

8. Bidders shall provide no less than manufacturers warranty or as indicated on the Bid response form which ever is greater. Warranty information shall be provided upon delivery.

9. *The work and equipment shall be considered finally completed following successful start-up of the equipment and full operation of such equipment for a reasonable number of days or for such period of time set forth in the applicable Purchase Order, and at that time supplier shall submit a final payment application for all amounts remaining due and owing to supplier under the applicable Purchase Order.
SECTION D: Response Form T-2866 “CNC Turning Center Lathe Package”

Bid amounts shown below include all equipment, labor, packaging, supplies, materials, freight, shipping, handling, delivery, manufacturers warranty, placement, *set up, *installation, *complete assembly, *leveled and *calibrated or *other adjustments, *cleaned of packing material grease and preservatives, *maintenance, *inspections, insurance, documentations and other associated costs are to be included in the unit costs bid. Note: * where applicable

Items Bid are **BRAND NAME or EQUAL PERFORMANCE.**

Bidders shall provide brand name, model, and all applicable part numbers, for all substitute items offered.

The successful offeror shall be responsible for *complete Turn-Key System

NOTE: Lathe Package must be delivered and invoiced to CNM no later than Monday, September 30, 2012 at 3:00 PM

<table>
<thead>
<tr>
<th>Item #</th>
<th>Quantity</th>
<th>Description</th>
<th>Unit Cost</th>
<th>Extended Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1 Lot</td>
<td>HAAS ST-10 CNC TURNING CENTER or <strong>EQUAL PERFORMANCE</strong> to include the following critical specifications:</td>
<td></td>
<td>$__________</td>
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<td></td>
<td></td>
<td>• 14” x 14” Max Capacity</td>
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<tr>
<td></td>
<td></td>
<td>• 16.25” (413mm) swing</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 15” color LCD monitor</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 15 hp (11.2 kw) vector drive</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• Memory lock key switch</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 6000 rpm A2.5 spindle</td>
<td></td>
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<td></td>
<td></td>
<td>• USB port</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• 6.5” (165mm) chuck</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>• Rigid tapping</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>• 12-station bolt on turret</td>
<td></td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>• Tooling Standard BOT tool kit, ¾”</td>
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<td></td>
<td></td>
<td>• 1.75” (44mm) bar capacity</td>
<td></td>
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<td></td>
<td></td>
<td>• Workholding 6.5” Hydraulic chuck</td>
<td></td>
<td></td>
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<td></td>
<td></td>
<td>• Coolant tank 30-gallon (114l) integrated coolant tank with ¾ hp</td>
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<tr>
<td></td>
<td></td>
<td>• IPS Intuitive Programming System</td>
<td></td>
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<td></td>
<td></td>
<td>• 5C Collet Chuck</td>
<td></td>
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<td></td>
<td></td>
<td>• *Equipment to be Turnkey installed to include:</td>
<td></td>
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<tr>
<td></td>
<td></td>
<td>o Installation: means offloading from truck and placing at designated location in lab. CNM will attend to the electrical connection(s).</td>
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<td></td>
<td></td>
<td>o On-site Training: means a company representative will need to come to CNM to train faculty in the event there are any unique or any non-standard features on the equipment.</td>
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</tr>
</tbody>
</table>

**Lathe Package must be delivered and invoiced to CNM no later than Monday, September 30, 2012 at 3:00 PM**
<table>
<thead>
<tr>
<th>State Brand and Model Offered:_______________________________</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Earliest Availability or Delivery Date: _____________ Days ARO.</td>
</tr>
<tr>
<td>Specify Warranty:__________________________________________</td>
</tr>
</tbody>
</table>

**PAYMENT TERMS DISCOUNTS OFFERED:**
Note: CNM will take advantage of payment discounts offered whenever possible; however, **payment discounts will not be used as a means to determine the lowest responsible bidder.**

<table>
<thead>
<tr>
<th>TOTAL FOR LOT # 1</th>
<th>Total Bid</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$_________</td>
</tr>
</tbody>
</table>

Please return with your Sealed Bid Response:

- **Section D:** Bid response Form
- **Section E.1:** Signature of Firm’s Authorized Representative
- **Section E.2:** Debarment/Suspension Status & Non–Collusion Affidavit Form
- Offerors wishing to receive the New Mexico resident business/contractor preference as applicable per NMSA 13-1-21 & 13-1-22 must submit a valid New Mexico resident business/contractor preference certificate with their sealed response.
- Offerors wishing to receive the New Mexico resident veterans business preference as applicable per NMSA 13-1-21 & 13-1-22 must submit a valid New Mexico resident veterans business preference certificate and completed exhibit a with their sealed response.
SECTION E.1: SIGNATURE OF FIRM’S AUTHORIZED REPRESENTATIVE

By signing below, contractor acknowledges that it is a competent firm capable of providing the items and/or services requested, is properly licensed for providing the items or services specified, has read this Invitation to Bid, understands it, and agrees to be bound by its terms and conditions. Contractor hereby agrees to furnish items and/or services, at the prices quoted, pursuant to all requirements and specifications contained in this document, upon receipt of an authorized purchase order from the purchasing department, and further agree that the language of this document shall govern in the event of a conflict with its bid. The undersigned, being duly authorized to sign bidding documents and act on behalf of the contractor in an official capacity, certifies that the items and/or services offered on this Invitation to Bid meets or exceeds all specifications, terms and conditions as described in this Invitation to Bid without exceptions. I understand that items and/or services not meeting all specifications, terms and conditions will be rejected and all costs shall be borne by the contractor.

Please fill in all spaces below:

Legal Company Name
Address
City, State, Zip
Phone Number
FAX Number
Email
Contact Person for Clarification of Bid Response
NM Tax ID
Federal Tax ID
Applicable NM License Numbers

ALL NEW MEXICO LICENSE NUMBERS LISTED HEREIN OR PURPORTED BY THE VENDOR MUST BE ISSUED IN THE OFFERING FIRM’S LEGAL COMPANY NAME. LICENSE NUMBERS LISTED UNDER A NAME OTHER THAN THE LEGAL COMPANY NAME MAY RENDER THE OFFER AS BEING NON-RESPONSIVE. NON-RESPONSIVE OFFERS WILL NOT BE CONSIDERED FOR AWARD.

OFFERORS WISHING TO RECEIVE THE NEW MEXICO RESIDENT BUSINESS/CONTRACTOR PREFERENCE AS APPLICABLE PER NMSA 13-1-21 & 13-1-22 MUST SUBMIT A VALID NEW MEXICO RESIDENT BUSINESS/CONTRACTOR PREFERENCE CERTIFICATE WITH THEIR SEALED RESPONSE.

OFFERORS WISHING TO RECEIVE THE NEW MEXICO RESIDENT VETERANS BUSINESS PREFERENCE AS APPLICABLE PER NMSA 13-1-21 & 13-1-22 MUST SUBMIT A VALID NEW MEXICO RESIDENT VETERANS BUSINESS PREFERENCE CERTIFICATE AND COMPLETED EXHIBIT A WITH THEIR SEALED RESPONSE.

ACKNOWLEDGMENT OF AMENDMENT/ADDENDUM (Specify Number(s) and Date(s) in the spaces provided below):

# date # date # date # date # date # date # date

Signature of Member Authorized to Sign for Firm
Printed/Typed Name and Title of Individual Signing

BID #T-2866 Advertised Saturday, August 11, 2012
Copyright CNM, 2012. All rights reserved.
SECTION E.2: DEBARMENT/SUSPENSION STATUS & NON-COLLUSION AFFIDAVIT FORM

DEBARMENT/SUSPENSION STATUS
1. The vendor/contractor certifies that it is not suspended, debarred or ineligible from entering into contracts with the Executive Branch of the Federal Government, or in receipt of a notice of proposed debarment from any State agency or local public body.
2. The vendor/contractor agrees to provide immediate notice to CNM's Purchasing Department in the event of being suspended, debarred or declared ineligible by any State or Federal department or agency, or upon receipt of a notice of proposed debarment that is received after the submission of this bid but prior to the award of the purchase order/contract.

NON-COLLUSION AFFIDAVIT
The undersigned, duly authorized to represent the persons, firm and/or corporation joining and participating in the submission of the foregoing bid (such persons, firm and/or corporation hereinafter being referred to as the vendor/contractor), being duly sworn, on his/her oath, states that to the best of his/her belief and knowledge no person, firm, or corporation, nor any person duly representing the same joining and participating in the submission or the foregoing bid/proposal, has directly or indirectly entered into any agreement or arrangement with any other vendor/contractors, or with any employee of CNM, or any person, firm or corporation under contract with CNM whereby the contractor, in order to induce the acceptance of the foregoing bid by CNM has paid or is to pay any other vendor/contractor or to the aforementioned persons anything of value whatsoever, and that the vendor/contractor has not directly or indirectly entered into any agreement or arrangement with any other vendor/contractor which tends to or does lessen or destroy free competition in the letting of the contract sought for by the foregoing bid.

CERTIFICATION
The undersigned hereby certifies that he/she has read the above Non-Collusion Affidavit and Debarment/Suspension Disclosure Statement and that he/she understands and will comply with these requirements. The undersigned further certifies that he/she have the authority to certify compliance for the vendor/contractor named below.

Signature ____________________________________ Title __________________________
Printed/Typed Name __________________________________ Date __________________
Company ____________________________________________
Address ___________________________________________
City/State/Zip __________________________________________
SECTION F: INSURANCE REQUIREMENTS

CERTIFICATES OF INSURANCE
The AWARDED Contractor shall furnish to CNM UPON REQUEST, one copy each of Certificates of insurance herein required for each copy of the resultant Agreement, showing the coverage, limits of liability, covered operation, effective dates of expiration of policies of Insurance carried by the Contractor. The Contractor shall furnish to CNM copies of limits. The Certificates of Insurance shall be in the form of AIA Document G-705 or similar format acceptable to CNM. Such certificates shall be filed with CNM and shall also contain the following statements:

1. The Governing Board of Central New Mexico Community College, Central New Mexico Community College, its agents, servants and employees are held as additional insured.

2. "The insurance coverage certified herein shall not be canceled or materially changed except after forty five (45) days written notice has been provided to CNM."

COMPENSATION INSURANCE:
The Contractor shall procure and shall maintain during the life of any resultant agreement Worker's Compensation insurance as required by applicable State law for all of the Contractor's employees to be engaged at the site referred to in this solicitation in case of any such work sublet, the Contractor's Worker's Compensation insurance. In case any class of employee engaged in work on the project under this contract is not protected under a Worker's Compensation Statute, the Contractor shall provide and shall cause each subcontractor or sub-subcontractor to provide Employer's Insurance in an amount of not less than $500,000.

CONTRACTOR'S PUBLIC LIABILITY INSURANCE:
The Contractor shall maintain insurance coverage "equal to the maximum liability amounts set forth in the New Mexico Tort Claims Act Section 41-4-1 et.seq. NMSA 1978". The insurance must remain in force for the life of the contract including all contract extension or renewals. The limits effective July 1, 1992 are:

- Bodily Injury: $750,000. Each Occurrence
- Property Damage: $200,000. Each Occurrence

CONTRACTOR'S VEHICLE LIABILITY INSURANCE:
The Contractor shall procure and shall maintain during the life of this contract Vehicle Liability Insurance coverage "equal to the maximum liability amounts set forth in the New Mexico Tort Claims Act Section 41-1-1 et. seq. NMSA 1978". The insurance must remain in force for the life of the contract including all contract extensions or renewals. The limits effective July 1, 1992 are:

- Bodily Injury: $750,000. Each Occurrence
- Property Damage: $200,000. Each Occurrence

SUBCONTRACTOR'S AND SUB-SUBCONTRACTOR'S PUBLIC AND VEHICLE LIABILITY INSURANCE:
The Contractor shall either:

1. Require each subcontractor or sub-subcontractor to procure and maintain during the life of the subcontract or sub-subcontract Public Liability Insurance of the types and amounts specified above or,

2. Insure the activities of the subcontractors or sub-subcontractors in the Contractor's policy as required under this Article.

GENERAL:
All insurance policies are to be issued by companies authorized to do business under the laws of the state in which the work is to be done and acceptable to CNM. The Contractor shall not violate, or permit to be violated, any conditions of any said policies, and shall at all times satisfy the requirements of the insurance companies writing said policies.
EXHIBIT A: NEW MEXICO RESIDENT VETERANS PREFERENCE CERTIFICATION

__________________________________________ (NAME OF CONTRACTOR) hereby certifies the following in regard to application of the resident veterans’ preference to this procurement:

Please check one box only

☐ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is less than $1M allowing me the 10% preference discount on this solicitation. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

☐ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than $1M but less than $5M allowing me the 8% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

☐ I declare under penalty of perjury that my business prior year revenue starting January 1 ending December 31 is more than $5M allowing me the 7% preference discount on this bid or proposal. I understand that knowingly giving false or misleading information about this fact constitutes a crime.

"I agree to submit a report, or reports, to the State Purchasing Division of the General Services Department declaring under penalty of perjury that during the last calendar year starting January 1 and ending on December 31, the following to be true and accurate:

"In conjunction with this procurement and the requirements of this business’ application for a Resident Veteran Business Preference/Resident Veteran Contractor Preference under Sections 13-1-21 or 13-1-22 NMSA 1978, when awarded a contract which was on the basis of having such veterans preference, I agree to report to the State Purchasing Division of the General Services Department the awarded amount involved. I will indicate in the report the award amount as a purchase from a public body or as a public works contract from a public body as the case may be.

"I understand that knowingly giving false or misleading information on this report constitutes a crime."

I declare under penalty of perjury that this statement is true to the best of my knowledge. I understand that giving false or misleading statements about material fact regarding this matter constitutes a crime.

____________________________________________________________________________
(Signature of Business Representative)*        (Date)

*Must be an authorized signatory for the Business.

The representations made in checking the boxes constitutes a material representation by the business that is subject to protest and may result in denial of an award or unaward of the procurement involved if the statements are proven to be incorrect.

NOTE: This form must be completed, signed, and included with the Offeror’s sealed response ONLY if the Offeror is also submitting with their sealed response a valid State of New Mexico Resident Veterans Certificate as issued by the New Mexico Taxation and Revenue Department. Offerors without a valid State of New Mexico Resident Veterans Certificate are not required to provide this form, and may not have New Mexico Resident Veterans Business Preference extended to them.