

SECRETARY OF STATE
STATE OF LOUISIANA

R. KYLE ARDOIN
SECRETARY OF STATE



P.O. Box 94125
BATON ROUGE, LA 70804-9125
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ADVERTISEMENT FOR BIDS

The Department of State, Secretary of State R. Kyle Ardoin is proposing to contract for the drayage or hauling of voting machines and related election material in and for the parish of Jefferson, and will receive sealed bids thereon until **December 17th, 2020 at 10:30 am.**

All interested parties may obtain a bid package by applying in writing to the Department of State, P.O. Box 94125, Baton Rouge, Louisiana 70804-9125 or by applying in person at the Department's Purchasing Office located at 3851 Essen Lane, Baton Rouge, Louisiana 70809 or by calling Derick D. Bond, Sr. at (225)922-3023. Otherwise, you may obtain a copy of the drayage bid documents electronically on the following links:

- 1) Office of State Purchasing: <http://www.prd.doa.louisiana.gov/osp/lapac/pubmain.asp>, Search Bids by Department. Click on the link: State – Secretary of State. Find the parish bid you are searching and click there. You would print from this link.
- 2) Secretary of State home page: <http://www.sos.la.gov/>, under "Solicitations".

Bid packages will be available beginning November 13th, 2020.

The contract shall be for a primary term beginning on January 1, 2021 through December 31, 2021 and shall contain an option to renew for two (2) additional 12-month periods at the same prices, terms and conditions, not to exceed thirty-six (36) months.

All bids must be submitted in writing on the forms provided by the Department in accordance with the Louisiana Procurement Code and Louisiana Administrative Code Title 31, Part III, Chapter 1, and should be either delivered by hand or courier service to the Purchasing Department located at 3851 Essen Lane, or sent by registered or certified mail with a return receipt requested to Department of State, Post Office Box 94125, Attention: Derick D. Bond, Sr., Baton Rouge, Louisiana 70804-9125. All bids must be signed in original ink. Bidder is solely responsible for ensuring that its courier service provider makes inside deliveries to our physical location. Bidder is solely responsible for the timely delivery of its bid. **NO BIDS WILL BE ACCEPTED AFTER THE DATE AND HOUR SPECIFIED ABOVE.** Failure to meet the bid opening date and time shall result in rejection of the bid.

If the bidder is an agency, corporation or partnership, evidence of authority to submit a bid shall be required in accordance with R.S. 39:1594(C)(4).

Bids will be publicly opened and read in the Elections Auditorium located in the XII United Plaza Building (back building), Elections Division at 8585 Archives Ave., Baton Rouge, Louisiana 70809 on December 17th, 2020 at 10:30AM. Due to the Covid19 pandemic, please limit participants to the least number possible to align with social distancing recommendations. Bids will be awarded to the lowest responsible and responsive bidder within ten (10) days of bid opening. The successful bidder will be required to comply fully with all contract specifications and requirements.

The Secretary of State reserves the right to refuse any and all bids and to waive any and all informalities. All contracts are subject to the availability of funds.

Dated and signed in Baton Rouge, Louisiana this 13th day of November, 2020.

R. KYLE ARDOIN
SECRETARY OF STATE