



**PURCHASING OFFICE**

P.O. BOX 3371

(813) 247-8034

FAX 813-247-0907

**Cal Henderson, Sheriff**

HILLSBOROUGH COUNTY

TAMPA, FLORIDA 33601

April 30, 1999

FISCAL BUREAU  
2008 EAST 8TH AVENUE  
TAMPA, FLORIDA 33605

BUYER: CAROLYN HENDRICKSON

PHONE: (813) 247-8054

BID TITLE: Video Printer Paper

BID NUMBER: 17-99

Included herein are the General Terms and Provisions (Part A); the Special Provisions (Part B); and the Bid Proposal (Part C), which together with all attachments, constitute the entire "Bid Package". Said Bid Package must be the basis upon which all bid proposals 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 the Bid Proposal (Part C). Any questions concerning this 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 the Bidder's agreement to the terms herein. The signature on the Bid Package must be signed by an officer of the company or any party authorized to commit the Company to a legal and binding contract. **READ THE ENTIRE BID CAREFULLY BEFORE SIGNING.**

NOTE: FOR YOUR CONVENIENCE, WHEN THIS DOCUMENT IS RECEIVED BY MAIL, A SELF ADDRESSED MAILING LABEL IS PROVIDED. PLEASE USE THIS LABEL WHEN RETURNING YOUR BID. IF YOU RECEIVE THE BID FROM OUR WEB SITE OR FROM A BID ADVERTISING AGENCY, THE OUTSIDE OF THE BID PACKAGE MUST BE MARKED WITH THE BID NAME, NUMBER, OPENING DATE AND TIME. ALL BIDS MUST BE SEALED TO BE ACCEPTED.

HILLSBOROUGH COUNTY SHERIFF'S OFFICE  
2008 E 8th Avenue  
Tampa, Florida 33605

VENDOR:

SUBJECT: Request for Bid Number 17-99

BID TITLE: VIDEO PRINTER PAPER

OPENING DATE & TIME: May 14, 1999 at 3:00 P.M.

PLACE: Sheriff's Operation Center  
Fiscal Bureau, Purchasing Office, Room 125  
2008 E 8th Avenue  
Tampa, FL 33605

Bids will be received until the time and date shown and will be read aloud immediately thereafter at the "Place" indicated above.

PART A - GENERAL TERMS AND PROVISIONS:

1. Bids: Must be contained in a SEALED envelope addressed to: Cal Henderson, Sheriff, 2008 E. 8<sup>th</sup> Avenue, Tampa, Florida 33605. To prevent inadvertent opening, the Bid Package must be notably marked on the outside of the envelope.

If our specifications, when included in our Request for Bid, are not returned with your bid, and no specific reference is made to them in your bid, 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 bid 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.

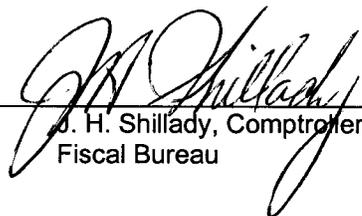
2. The responsibility for getting the bid to the Sheriff's Office on or before the stated time and date will be solely and strictly the responsibility of the Bidder. The Sheriff will in no way be responsible for delays caused by the United States Postal Service or a delay caused by any other occurrence, 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 Bids".
3. Time for Consideration: Bidder warrants by virtue of bidding the prices quoted in his bid 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.
4. On-Line Documents: The Hillsborough County Sheriff's Office is publishing documents on it's web page 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.
5. Prices: All bids submitted must show the net bid price after any and all discounts allowable have been deducted. **Price(s) bid is/are to be F.O.B. Destination (DELIVERED).** State sales tax and federal excise taxes shall not be included as the Sheriff's Office is tax-exempt for materials sold directly to them. The Sheriff will issue exemption certificates 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 Bidder's proposal as part of his 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 bid 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 Bidders' mailing list.
14. Compliance with Occupational Safety and Health Act: Bidder certifies that all material, equipment, etc., contained in his bid meets all O.S.H.A. requirements.
15. Public Entity Crimes: Pursuant to Florida Statute 287.132 & 287.133, effective July 1, 1989, the Hillsborough County Sheriff, as a public entity, may not accept any bid or proposal from, award any contract to, or transact any business in excess of the threshold amount provided in Section 287.017, F.S., for Category Two (currently \$10,000) with any person or affiliate on the convicted vendor list for a period of 36 months from the date that person or affiliate was placed on the convicted vendor list unless that person or affiliate has been removed from the list pursuant to Section 287.133 (3)(f), F.S.  
  
If you submit a bid or proposal in response to this request, you are certifying that Florida Statute 287.132 & 287.133 does not restrict your submission.
16. 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 judgement of the Sheriff is in the best interest of Hillsborough County.
17. Specifications are attached.

CAL HENDERSON, SHERIFF  
HILLSBOROUGH COUNTY, FLORIDA

By

  
J. H. Shillady, Comptroller  
Fiscal Bureau

18. General Terms and Provisions outlined above are acknowledged. Our bid is attached.

Date \_\_\_\_\_ Signed \_\_\_\_\_  
Company Officer

\_\_\_\_\_  
Company Name

NOTE: THIS MUST BE RETURNED WITH YOUR BID AFTER COMPLETING PARAGRAPH 18. EXCEPTIONS TO THE SPECIFICATIONS, IF ANY, MAY BE NOTED ON THE SPECIFICATION PAGE OR IN YOUR BID RESPONSE.

PART B - SPECIAL PROVISIONS

1. IN GENERAL

The purpose of these specifications is to describe the requirements of the Hillsborough County Sheriff's Office and the Tampa Bay Area Purchasing Council for an annual contract for purchase of video printer paper as further described on the bid response pages, Part C. The quantities listed are based on previous one (1) year usages. The estimated annual value of the contract is \$50,000.

2. SCOPE

The requirements of this bid include furnishing and delivering the commodities as specified herein to our delivery location as noted below:

Orient Road Jail Warehouse  
1201 Orient Road  
Tampa, Florida 33619

Delivery Between the Hours of 6:00 a.m. & 3:00 p.m.  
Monday thru Friday

Orders will be placed on an as-needed-basis by warehouse personnel.

It is the responsibility of the awardee to contact all participating agencies on the contract to determine the delivery information for that particular agency.

3. TAMPA BAY AREA PURCHASING COUNCIL

All bids received on this specification shall be considered as bids to all members of the Tampa Bay Area Purchasing Council. Said members may, at their discretion, utilize this bid as required, particularly those listed below:

City of Plant City (\$1,000 annually)  
City of St. Petersburg  
City of Tampa  
City of Temple Terrace  
Hillsborough Community college  
Hillsborough County Aviation Authority  
Hillsborough County Purchasing & Contracts  
Hillsborough County School Board  
Hillsborough County Tax Collector & Auto Tags  
Pinellas County Sheriff's Office  
State Attorney's Office  
Tampa Port Authority

4. DELIVERY

Orders shall be delivered within thirty (30) calendar days After the Receipt of the Order (ARO). Failure to do same shall be considered breach of contract or default and the Hillsborough County Sheriff's Office shall utilize its options as stated herein.

Any backordered products shall be made available within a reasonable length of time after the date of the initial order. The buyer shall be notified of all backorders. Backorders shall be approved prior to completing the balance of the order. If the backorder cannot be filled within a mutually agreeable length of time, then the Hillsborough County Sheriff's Fiscal Bureau must be notified, in writing, thus permitting them to obtain the required equipment or exercise its options as stated herein.

5. BRAND NAMES

Brand names, when furnished, are for reference purposes and to establish a standard of quality. Vendors may bid on those brands or approved equals. A sample of products offered (other than those products specified) will be

required and an evaluation will be made prior to award being made. Any samples submitted for evaluation must be marked with the company name, bid name, bid number and the item number.

The evaluation of bids and the determination as to equality of products offered shall be the sole and final responsibility of the Hillsborough County Sheriff's Office and will be based on information and products furnished by the Bidder.

6. ESTIMATED QUANTITIES

Estimated quantities are furnished as a guide for preparing the bid and should not be construed as representing actual quantities to be purchased under this bid. The Hillsborough County Sheriff's Office reserves the right to add or delete any items from this bid or resulting contract(s) when deemed to be in the best interest of the County.

7. AWARD

Award shall be made to the lowest responsive and responsible Bidder offering a product deemed suitable for use by the Hillsborough County Sheriff's Office.

Award shall be made on an ITEM-BY-ITEM basis.

In the event two (2) or more vendors have submitted the lowest and best 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 bid" situation are all located inside/outside Hillsborough County, the toss of a coin will be used to break the tie.

8. CONTRACT PERIOD

The contract shall be effective for one (1) year from the date of award. By written mutual consent between the Hillsborough County Sheriff's Office and the awardee, the contract may be extended on an annual basis for up to one (1) additional year.

9. 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.

10. DEFAULT

The contract may be canceled or annulled by the Hillsborough County Sheriff's Fiscal 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 low responsive & responsible bidder, or articles specified may be purchased on the open market similar to those so terminated. Failure of the awardee to deliver materials or services within the time stipulated in these specifications, unless extended in writing by the Fiscal Comptroller, shall constitute contract default. Vendors who default on contracts may be removed from the vendor mailing lists for future contracts at the discretion of the Fiscal 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 vendor, the Hillsborough County Sheriff's Office reserves the right to utilize the next low responsive & responsible bidder as the new awardee. In the event of this occurrence, the next low responsive & responsible bidder shall be required to provide the bid items at the prices as contained on their proposal for this specification for the remainder of the award period.

13. SUBSTITUTION

The awardee(s) shall not substitute items for like items unless there has occurred some mishap causing a shortage of said items. Such measures may only be enacted after verifying that it will be allowed by the Hillsborough County Sheriff. Any violation of such procedure will be considered cause for cancellation. All substitutes will be annotated as such on the shipping documents.

14. INVOICING AND PAYMENTS

Vendors may invoice the Hillsborough County Sheriff's Office, in duplicate, for orders shipped to the Sheriff's Office..

The invoice shall show: Shipping location; Items shipped, quantity and stock number. **Always show purchase order number on invoices.**

Timely payment of invoices is incumbent upon the Hillsborough County Sheriff's Office and in no case shall payment exceed forty five (45) calendar days from date of receipt of an invoice.

Invoices should be mailed to: Hillsborough County Sheriff  
Attention: Fiscal Bureau  
P.O. Box 3371  
Tampa, FL 33601

It is the responsibility of the awardee to obtain billing information from each participating Purchasing Council Agency.

15. WARRANTIES/GUARANTEES

It shall be the Awardee's responsibility to submit, at the time of bid opening, the original manufacturer's warranty of the product to be supplied. VENDORS SHALL submit, in writing, a detailed explanation of the procedure(s) they will follow to accomplish the replacement, WITH THEIR BID. Replacement shall be finalized within two (2) weeks of reporting of the defect.

16. 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 Proposal (Part C) or appended thereto. Bidders are hereby advised that the Hillsborough County Sheriff will only consider bid proposals that meet the specifications and other requirements imposed upon them by this Bid Package. In instances, where an exception is stated upon the Bid Proposal (Part C), said bid proposal will be subject to rejection by the Hillsborough County Sheriff in recognition of the fact that said bid proposal does not meet the exact requirements imposed upon the Bidder by the General Terms and Provisions (Part A) and the Special Provisions (Part B).

The undersigned understands that this Bid Proposal **must be signed** in ink and that the **unsigned** Bid Proposal 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

BID PROPOSAL TO BE CONSIDERED BY THE HILLSBOROUGH

COUNTY SHERIFF'S OFFICE

EXCEPTIONS TO BID: NOTES - ANY REPRESENTATION (BELOW) OR EXCEPTION(S) MAY CAUSE THIS BID PROPOSAL TO BE REJECTED BY THE HILLSBOROUGH COUNTY SHERIFF'S OFFICE. **ALL BIDDERS SHOULD CAREFULLY READ PARAGRAPH 16 OF THE SPECIAL PROVISIONS (PART B).**

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

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The undersigned has carefully examined the Bid Package and all conditions affecting the cost of the commodity required by the Hillsborough County Sheriff's Office.

The undersigned certifies that any exceptions to the bid specifications are noted on the preceding exceptions form. All specifications not noted thereon are as requested. The undersigned also understands that any exceptions presented after the award, may be cause for cancellation of award.

We hereby propose to furnish the below described commodities in accordance with the Bid Package, except as noted on attached Exceptions Form:

- 1. Ink cassette/paper sets (for 100 prints), color video, Sony UPC-1010  
4.25 x 5.75 A6 paper size (Used in Sony UP-D1500CN printer)  
(5 boxes/case) NO SUBSTITUTE (Sheriff's Office Estimated Usage - 1000 boxes)  
Case pack if changed from above \_\_\_\_\_ \$ \_\_\_\_\_/case  
Minimum Order Requirement \_\_\_\_\_
- 2. Ink cassette/paper sets (for 100 prints), color video, Panasonic VW-VS100AP  
(Used in Panasonic EP60, EP70 & EP80 printers)  
(5 boxes/case) NO SUBSTITUTE  
Case pack if changed from above \_\_\_\_\_ \$ \_\_\_\_\_/case  
Minimum Order Requirement \_\_\_\_\_
- 3. Printer Paper, color, 8.5" x 11" sheets, Type A, Part A-SPW, Model 15T180  
(SUP00FV2 used in Mitsubishi S3600 & S340-10 printers) (Sheriff's Office Estimated Usage - 5 boxes)  
Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_/case  
Minimum Order Requirement \_\_\_\_\_
- 4. Printer Paper, color, 8.5" x 11" sheets, Type A, Part SU3-11C3,  
(Used in Mitsubishi S340-10U printers)  
Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_/case  
Minimum Order Requirement \_\_\_\_\_
- 5. Ink Sheet Rolls, three color, Part SU3-11C3H, Model 15T160 (SUP00IV2)  
(Used in Mitsubishi S3600 & S340-10 printers) (Sheriff's Office Estimated Usage - 5 boxes)  
Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_/case  
Minimum Order Requirement \_\_\_\_\_

6. Printer paper, color, 4" x 5" sheets with ink roller, Hitachi VY-SX50P (50/box)  
 Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
7. Printer paper, black & white, roll, Type II, high density  
 (Used in Sony printer UP-910) Sony UPP-21HD (5 rolls/carton)  
 Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
8. Ink cassette/paper sets (for 100 prints), color video, sheet, 4 x 5.5,  
 (Used in Nikon NP-10 printer) Nikon NP-M100, Sony UPC-1010 or equal (4packs of 25/box)  
 Brand/Stock # \_\_\_\_\_ Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
9. Print Paper, color, 8.5 x 11, photographic grade, Kodak Ektatherm XLS,  
 (Used in Kodak 8650 Digital Color Printer) Catalog # 861 4364  
 Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
10. Three color ribbon, Xtralife media, Kodak Ektatherm XLS  
 (Used in Kodak 8650 Digital Color Printer) Catalog # 873 3925  
 Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
11. Print paper, black & white video (Used in Sony UP960 Printer)  
 Sony #UPP 210SE (100 prints/roll)  
 Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
12. Ink cassette/paper sets, colorvideo, for 200 prints (Used in Sony UP2100 Color  
 Printer) Sony #UPC 2010  
 Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_
13. Print paper, black & white, thermal (Used in Sony UP-880 Printer)  
 (5 rolls/box) Sony #UPP 110S  
 Case Pack \_\_\_\_\_ \$ \_\_\_\_\_ /case  
 Minimum Order Requirement \_\_\_\_\_

14. Print paper, black & white, thermal (Used in Sony UP-880 Printer)  
(5 rolls/box) Sony #UPP 110HD

Case Pack \_\_\_\_\_

\$ \_\_\_\_\_ /case

Minimum Order Requirement \_\_\_\_\_

15. Ink cassette/paper sets, color video, for 50 prints (Used in Sony Digital Printer)  
Sony #VPM P50 STA

Case Pack \_\_\_\_\_

\$ \_\_\_\_\_ /case

Minimum Order Requirement \_\_\_\_\_

3. VENDOR:

- Check One:     Proprietorship  
                    Partnership  
                    Corporation

WAREHOUSE ADDRESS IF DIFFERENT FROM ABOVE:

FEDERAL TAXPAYER ID NUMBER

\_\_\_\_\_

\_\_\_\_\_

NUMBERS FOR PLACING ORDERS: TELEPHONE (\_\_\_\_\_) \_\_\_\_\_ FAX (\_\_\_\_\_) \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

OUR COMPANY HAS BEEN IN BUSINESS UNDER ITS PRESENT NAME SINCE: \_\_\_\_\_

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 Bidder affirms and declares:

1. that the Bidder is of lawful age and that no other person, firm or corporation has any interest in this proposal or in the contract proposed to be entered into;
2. that this proposal is made without any understanding, agreement, or connection with any other person, firm or corporation making a proposal for the same purpose, and is in all respects fair and without collusion or fraud;
3. that the Bidder 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, if awarded the Bid, to complete delivery within THIRTY (30) calendar days.

The undersigned agrees, also, that this bid shall remain open for an evaluation period of thirty (30) calendar days following the opening of bids.

Respectfully submitted,

PLEASE PRINT -

By \_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

Signature \_\_\_\_\_

STATEMENT OF NO BID

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

HILLSBOROUGH COUNTY SHERIFF  
FISCAL BUREAU  
P.O. BOX 3371  
TAMPA, FL 33601

We, the undersigned, have declined to bid on your Bid No.17-99 for Video Printer Paper 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 list.

\_\_\_\_ Other (specify below)

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We understand that if the "no bid" 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 \_\_\_\_\_

COMPANY OFFICER \_\_\_\_\_

TELEPHONE NUMBER \_\_\_\_\_

DATE \_\_\_\_\_

SIGNATURE \_\_\_\_\_