



REQUEST FOR PROPOSAL

Title: To supply Radioligands to enable brain Tau imaging using Positron Emission Tomography (PET) for NIH funded multisite clinical trial.

RFP Issue Date: February 8th. 2021

RFP Due Date/Time: 5 PM, March 1st . 2021

Location: email: mmr62@columbia.edu
Columbia University
Procurement Services
615 West 131st Street, 3rd Floor
New York, New York 10027

Columbia RFP Representative(s):

Name: Michael Reich
Title: Director for Lab & Medical Sourcing
Phone: 1 212.854.2337
E-mail: mmr62@columbia.edu

Name: Mathew V Shong
Title: Program Manager
Dept. of Medicine
General Medicine
Phone: 1 212 305 8417
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INFORMATION AND INSTRUCTIONS TO BIDDERS

Section 1 General Information to Bidders

Introduction:

Subject to the terms and conditions set forth in this Request for Proposal, Columbia University is requesting **sealed Bids** for the following project:

Bid Name: *To supply a Radioligand to detect brain tau deposits using PET scans. The supply of Radioligand is requested to support an NIH funded multisite randomized clinical trial of a drug for the prevention of cognitive decline among persons with amnesic mild cognitive impairment.*

Bid Deadline: 5 PM, March 1st. 2021

Submission of Bids: Michael Reich
Director for Lab & Medical Sourcing –
Procurement Services
Columbia University
615 West 131st Street, 3rd Floor
New York, NY 10027
mmr62@columbia.edu

Bidders may submit their Bids in accordance with instructions provided in Section 2 on page 6, ‘Submission of Bids’ of this RFP document.

Columbia Representative(s):

Name: Michael Reich
Title: Director for Lab & Medical Sourcing
Phone: 212.854.2337
E-mail: mmr62@columbia.edu

Name: Mathew V Shong
Title: Program Manager
Dept. of Medicine – General Medicine
Columbia University Irving Medical Center
Phone: 1 212 305 8417
E-mail: mvs2136@cumc.columbia.edu

Definitions

Except as otherwise specifically provided, definitions are set forth as follows:

Columbia— Refers to Columbia University.

Request for Proposal (RFP) - Refers to the document named Columbia's Request for Proposal for the Supply of Radioligands for brain scans to detect tau deposits via PET.

Addenda — Refers to the written or graphic instruments issued by the Columbia Representative prior to the Bid Deadline, which may modify or interpret the RFP by additions, deletions, clarifications, or corrections.

Bidder – Refers to the firm that is interested in and/or responds to the RFP.

Bid - Refers to all documents that the Bidder must submit to the Columbia Representative prior to the Bid Deadline.

Bid Deadline - Refers to the time and date indicated in the RFP as the latest date and time that a Bid will be accepted.

Contract – Refers to any final agreement or purchase order reached between the successful Bidder and Columbia.

Contractor - The term Contractor shall mean the successful Bidder awarded the Contract.

Subcontractor — The term Subcontractor shall mean any individual, company, or corporation to whom the Contractor assigns any part of the Contract.

Code of Conduct and Fair Competition

It is the responsibility of the Bidder to notify the Columbia Representatives in writing of any possible conflict of interest as set forth below. Columbia will investigate the matter and determine if an actual conflict of interest exists.

A conflict of interest arises when a Columbia employee, officer or agent involved in the RFP process or Contract has a financial or any other interest in a Bidder. If a conflict of interest exists, the Bidder may not submit a Bid.

Columbia employees, officers and agents may neither solicit nor accept gratuities, favors, or anything of monetary value from Bidders, Contractors, or parties to sub-agreements. Any such actions must be reported to the Columbia Representatives immediately.

Columbia reserves the right to cancel the award if, in its sole discretion, it determines that any interest disclosed from any source could give the appearance of a conflict or cause speculation as to the objectivity

of the program to be developed by the Bidder. Columbia's determination regarding any questions of conflict of interest shall be final.

Compliance with Federal, State and Local Laws

Bidder warrants in submitting a Bid and in the performance of an award as a result of the Bid, that Bidder has complied with, or will comply with, all applicable federal, state, University, and local laws, ordinances and all lawful orders, rules and regulations hereunder. The Bidder, by submitting the Bid or through performance that results from an award by Columbia, agrees not to discriminate against any employee or applicant based on an individual's race, color, religion, religious creed, ancestry, national origin, age (except minors), sex, sexual orientation, marital status, medical condition (cancer-related) and disability, and otherwise as required or permitted by law. Bidder further agrees that any sub-contract will contain a provision requiring non-discrimination in employment as specified above. Any breach of this provision may be regarded as material breach of contract and cause for cancellation.

Limitation of Liability

Columbia makes no representations, warranties, or guarantees that the information contained herein is accurate, complete, timely, or that such information accurately represents the conditions that would be encountered in pursuing the work or at the site(s) of work now or in the future. The furnishing of such information by Columbia shall not create or be deemed to create any obligation or liability upon it for any reason whatsoever and each Bidder, by submitting its Bid, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold Columbia liable or responsible therefore in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of Columbia, its directors, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the Bidder required by this Request for Bid and that it shall not hold Columbia liable or responsible therefore in any manner whatsoever.

Neither the Trustees of Columbia, nor any officer, agent, or employee thereof shall be charged personally with any liability by a Bidder or another or held liable to a Bidder or another under any term or provision of this RFP or any statements made herein or because of the submission or attempted submission of a response hereto or otherwise.

Qualification of Bidder

Bidder must possess the potential ability to perform successfully under the terms and conditions set forth in this RFP. Consideration shall be given to such matters as Bidder integrity; record of past performance; and financial and technical resources.

Columbia shall make such investigations as it deems necessary to determine the ability of a Bidder to provide the required services solicited under the RFP.

Columbia, at its sole discretion reserves the right to reject any Bid if the evidence submitted by, or investigation of, such Bidder fails to satisfy Columbia that said Bidder is properly qualified to carry out the obligations of the final Contract.

Section 2

Submission of Bids

Preparation of Bid

By submission of its Bid, the Bidder agrees that the Bid is predicated upon the acceptance of all the terms and conditions stated in the Request for Proposal, unless specifically excluded by the Bidder in its Bid. Part or all of the RFP and the successful Bid may be incorporated into the Contract.

Each Bidder shall furnish the information and documents required by the RFP. Failure to submit all required information may deem a Bid as non-responsive. Columbia is exempt from Federal Excise Taxes and is also exempt from New York State and local sales or use taxes. All costs associated with the Contract must be stated in U.S. currency. By submitting a Bid, Bidder certifies that the prices proposed have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition as to any matter relating to such prices with any other Bidder or competitor. Bidders are cautioned to write all descriptions and prices clearly so there is no doubt as to the intent and scope of the Bid.

A person who is legally authorized to bind Bidder to a Contract shall sign the Bid. A Bid submitted by an agent shall have a current Power of Attorney attached, which evidences the agent's authority to bind Bidder. The person signing the Bid shall initial erasures or other changes.

Unnecessarily elaborate Bids beyond what is sufficient to present a complete and effective Bid are not desired and may be construed as an indication of the Bidder's lack of cost consciousness. Elaborate artwork, expensive paper and bindings are neither necessary nor desired. The cost incurred for the preparation of the Bid is the sole responsibility of the Bidder. Columbia does not assume any liability for any pre-contract activity and/or cost incurred by Bidders responding to this RFP.

Bid information is not considered confidential or proprietary. Trade secrets and other proprietary data contained in Bids may be held confidential if the Bidder requests, in writing, that Columbia does so, and if Columbia agrees, in writing, to do so. Material considered confidential by the Bidder must be clearly identified. Such confidential/proprietary information must be easily separable from the non-confidential sections of the Bid. Marking the entire Bid as proprietary will be neither accepted nor honored. Notwithstanding any of the foregoing, Columbia reserves the right to use any of the ideas presented in any reply, Bid, discussion, negotiations or presentation related to the RFP.

If a Bidder intends to use subcontractor(s), the Bidder must identify in its Bid the names of the subcontractors and the portions of the work the subcontractors will perform. Upon request qualifications of subcontractors shall be provided to Columbia.

Communications Regarding the RFP

Requests for clarification and interpretations of the RFP must be made in writing via email by 2/11/2021. All questions regarding the RFP shall be directed to the both Columbia Representatives in writing by e-mail. Two types of questions generally arise. One may be answered by directing the questioner to a specific section of the RFP. Other questions may be more complex and may require a written amendment to the RFP. The Columbia Representatives will make that decision.

The Columbia Representatives shall make clarifications, interpretations, corrections, and changes to the RFP in

writing through email or by written Addenda as specified below. **Questions will not be answered and clarification will not be given after February 16th 2021.**

Addenda to RFP

Addenda to the RFP will be issued in writing, will be communicated to all prospective Bidders by e-mail, and shall become part of the RFP. If the RFP is amended, all terms and conditions that are not modified by the Addenda remain unchanged and in effect as written. If an addendum is issued after Bids have been received and/or after a short list has been developed, the addendum may be provided only to those who submitted Bids or only to those on the short list, in the sole discretion of Columbia.

Each Bidder shall be responsible for making sure it has received all issued Addenda prior to submitting a Bid.

Addenda may be issued by Columbia through February 17th. 2021.

Columbia reserves the right to change the RFP schedule and to issue addenda. Columbia also reserves the right to cancel, reissue, or to make corrections or amendments to the RFP due to errors or changes identified by Columbia or suggested by a Bidder, and to otherwise modify the terms of the RFP at any time in its sole discretion.

Submission of Bids

Bids are to be received via electronic submission at the email address of the RFO coordinator on or before the due date and time specified as the Bid Deadline in the RFP. **Oral, telephone or facsimile Bids will not be considered.** The Bid must be sent by email as instructed in this section, please send to RFP Representative – Michael Reich at mmr62@columbia.edu.

It is required for bid proposals to include following information when submitted:

- 1 Addressed to the address specified on the cover page of this RFP
2. *Show the Bid Name, “To supply Radioligands for brain scans to detect tau deposits using PET scans.”*
3. *Give the Bidder’s name, primary contacts address, telephone and email contact.*
3. Show the date and time of the Bid Deadline as specified in this RFP

Please be sure to include pass word protected electronic copy of the Bid Proposal.

Columbia, or any of Columbia’s representatives, officers, or employees, will not be held responsible for the pre-opening of, post-opening of, or the failure to open a Bid not properly addressed, delivered and/or identified.

Alternate or Substitute Bids

Bidders may submit more than one Bid. Alternate or substitute Bids must comply with the terms and conditions of the RFP and must contain all required documents as specified in the RFP.

Columbia is seeking Bids that meet its basic requirements as outlined in the Scope of Work and Information to Bidders. If more than one method of meeting these requirements is proposed, each should be labeled primary, secondary, etc., submitted separately, and they will be evaluated in the specific priorities.

Late Submissions, Modifications, and Withdrawals of Bids

Late Bids: Bids received after the specified Bid Deadline may not be considered and may be returned to the Bidder unopened at Columbia's sole discretion.

Bid Modifications: Prior to the Bid Deadline, a submitted Bid may be modified by written notice, signed by a duly authorized person on behalf of the Bidder, addressed to the Columbia Representative.

Bid Modifications must contain all required documents as specified in the RFP. Failure to submit all required information may deem the Bid Modification as non-compliant and the contents of the Bid Modification may not be considered.

A previously submitted Bid will not be returned, unless a written request, signed by a duly authorized person, from the Bidding Company is received by the Columbia Representative requesting such return.

Bid Withdrawal Notifications: Prior to the Bid Deadline, a submitted Bid may be withdrawn by written notice to the Columbia Representative up until the Bid Deadline. Written requests to withdraw must be signed by a duly authorized person on behalf of the Bidder and shall not reveal the amount of the Bid. Bids may not be modified, or withdrawn after the Bid Deadline.

A withdrawn Bid may be resubmitted prior to the Bid Deadline. All resubmitted Bids must fully comply with the RFP. Columbia will only consider the latest version of the Bid.

Section 3

Evaluation of Bids

Opening of Bids:

The assigned Columbia Representatives will not accept Bids after the specified date and time. Bid services and pricing will not be publicly announced. Bids will be reviewed and evaluated by Columbia. At any time, and from time to time after the opening of the Bids, Columbia may give oral or written notice to one or more Bidders to furnish additional information relating to its Bid and/or qualifications to perform the services contained in the RFP, or to meet with designated representatives of Columbia. The giving of such notice shall not be construed as an acceptance of a Bidder's Proposal.

All materials submitted in response to this RFP become the property of Columbia. Selection or rejection of a response does not affect this right. All copyright of materials produced under any contract or subcontract awarded as a result of this RFP shall be retained by Columbia. All forms of documents and data generated as a result of this contract are owned by and shall be delivered to Columbia at the direction of the Columbia Representative. During the period of performance, the information may not be disclosed by the Bidder to third parties, except as expressly provided in the Contract, without the written permission of the Executive Director of Purchasing.

Postponement of Bid Opening

If an emergency or unanticipated event interrupts normal University processes to cause the postponement of the scheduled Bid opening or the issuance of an addenda, the Columbia Representative will issue, in writing, to all Bidders, the new timeline and process.

Bid Evaluation and Selection Criteria

Evaluation Criteria

Columbia may use a variety of procedures and techniques in evaluating Bids and Bidders, including, but not limited to, creating a short list of Bidders, using upset levels, banding, comparative pairing, and price conversion techniques, requesting Best and Final Offers, conducting discussions, oral interviews and presentations, site visits, and negotiations, checking references, determining financial capability, and performing reevaluations of Bids as necessary. Through use of any procedure or technique, Columbia may limit the number of Bids to one or more that it will continue to consider. Columbia reserves the right to reject any Bid that does not meet prerequisites or minimum requirements or which scores below average on any of the criteria.

This RFP is being requested for services that are funded through the use of Sponsored Projects funds, the primary evaluation criteria that will be used to determine the successful bidder are:

- **The professional and technical ability/capacity to provide the desired product meeting requirements to all respective clinical trial site. This shall include experience in supplying the radioligands and delivery to diverse sites on time for PET scan scheduling. Ideally, the same radioligand should be available for all study sites.**
- **The overall cost to Columbia.**

Selection

Columbia reserves the right to make an award without further discussion of the Bids submitted; there may be no best and final offer procedure. Interviews and negotiations may be conducted with one or more of the Bidders, but there shall be no obligation to receive further information from any Bidder. Therefore each initial offer should contain the Bidder's best and most comprehensive terms from a cost, price, service, and technical standpoint.

Columbia may consult references familiar with the Bidder regarding its prior supply of radioligands and radiopharmaceuticals, financial resources, regulatory record, reputation, performance, or other relevant matters. Submission of a Bid shall constitute permission for Columbia to make such inquiries and authorization to third parties to respond thereto. Columbia may elect to initiate award negotiations with one or more Bidders including negotiation of costs/price(s) and any other issues or terms and conditions, including modifying any requirement in the RFP. The option of whether or not to initiate contract negotiations rests solely with Columbia.

No Bidder shall have any claims against Columbia arising from such negotiations. The Bidders will be responsible for their travel and per diem expenses, required for any presentations, discussions, and/or negotiations.

Columbia reserves the right to award the Supply Contract to a bidder other than the Bidder presenting the lowest price. The Contract resulting from this solicitation will be awarded to the Bidder(s) whose Bid(s) Columbia believes will be the most advantageous to Columbia overall. The release of the RFP does not compel Columbia to purchase or to make an award. Columbia shall not be obligated in any manner to any Bidder whatsoever until a written Contract has been duly executed relating to an approved Bid and Purchase Order has been issued. Columbia reserves the right to award multiple contracts for the products, work and/or services that are the subject matter of this Bid and Bidder(s) are hereby given notice that they may not be Columbia's only Contractor or Bidder for such products, work and/or services.

As a result of the selection of a Bidder to provide the respective services to Columbia, Columbia is neither endorsing nor suggesting that the Bidder's services are the best or only solution. The Bidder agrees to make no reference to Columbia in any literature, promotional material, brochures, sales presentation or the like without the express written consent of Columbia's authorized Office of Communications.

The Bidder will be expected to enter into a supply Contract with Columbia for the supply of the Radioligands which are the subject matter of this RFP. Columbia University will issue a Purchase Order subject to the standard terms and conditions. A link to these terms has been provided. Bidder may submit its own standard contract terms and conditions as a response to this RFP which are subject to review and revision. If a Bidder objects to any of the provisions of Columbia's standard terms and conditions, it must identify in the Bid any clauses which are unacceptable and the reasons or problems and propose alternatives. The foregoing should not be interpreted to prohibit either party from proposing additional terms and conditions during negotiation of the final purchase award.

Rejection of Bids

Columbia has the right to reject any and all Bids for any reason.

Planned Timeline

February 8 th	Request for Proposals Posting
February 11 th	Deadline for Questions & Requests for Clarifications
February 17 th .	Deadline for Responses by Columbia
February 26 th	Proposals Due Date
TBD	Notification of Selections/Negotiation Agreement to Selected Vendor
TBD	Purchase Order to selected bidder.

Note to bidders: It is the intent of Columbia University to move forward with an award and release of a purchase order as soon as reasonably practical, subject to final negotiations as needed.

Notification of Award

The Columbia Representative will issue “Notification of Award” letter(s) once a selection has been made and an agreement has been entered into.

Deadline

Proposals should be submitted by February 26th 2021. Vendor vetting and selection will occur in the following month.

Formatting guidelines:

All proposals must provide a response to all of the items requested. All proposals should be submitted as a single pdf document containing components listed.

Questions must be addressed to: Mathew Shong mvs2136@cumc.columbia.edu and [Michael Reich mmr62@columbia.edu](mailto:mmr62@columbia.edu)

Section 4
Requirements & Scope of Work
University & RFP Background Information

General Information

Department & Project Background Information:

Columbia University is an independent, privately supported, non-sectarian institution of higher education. One of the country's leading research universities, it seeks to make significant original contributions to the development of knowledge, to preserve and interpret humanity's intellectual and moral heritage, and to transmit that heritage to future generations of students. It pursues these missions through research and educational programs in a wide range of disciplines in the humanities, social sciences, the natural, biomedical and applied sciences, and various professions, and through cooperative agreements with other educational institutions, research centers and hospitals in the greater New York region, throughout the country and abroad.

Columbia University Irving Medical Center (CUIMC) is a recognized leader in providing excellent patient care. The CUIMC physicians, dentists, and nurses bring expertise from leading-edge research to benefit care delivered in offices, clinics, schools, nursing practices, and hospitals throughout the New York City metro area. CUIMC is affiliated with major hospitals in New York City, including New York-Presbyterian Hospital and the New York State Psychiatric Institute, as well as hospitals in greater New York, New Jersey, Connecticut, and overseas. CUIMC conducts clinical trials and other scientific research to further knowledge of diseases and therapies and improve medical outcomes for patients.

Project Background Information & Objectives:

Columbia University department of Medicine – General Medicine is the recipient of a federal award funded by the NIH titled: Metformin in Alzheimer's dementia Prevention (MAP) intended to conduct a phase II/III randomized controlled trial of metformin vs. placebo in the prevention of cognitive decline among persons at risk for Alzheimer's dementia in response to PAR-18-028 "Phase III Clinical Trials for the Spectrum of Alzheimer's Disease and Age Related Cognitive Decline".

This RFP is issued pursuant to an NIH awarded and funded multisite clinical trial of a drug for the prevention of cognitive decline. FAIN R01AG062624 Principal Investigator Jose Luchsinger MD. Clinicaltrials.gov Identifier NCT04098666.

This RFP is issued for project ending 4/30/2024 with intended trial commencement of March 2021. The clinical trial will last 24 months for respective study participants with staggered enrollment over approximately 3 years. The tau PET will be conducted at baseline enrollment and after 24 months study visit in order to compare changes in tau deposits between drug and placebo.

The study requires that Columbia University in collaboration with 10 additional study sites recruit study participants to participate in the placebo controlled 1:1 randomized trial of drug for prevention of cognitive decline. Nine of these 11 sites will conduct brain imaging of tau.

In total 186 baseline scans and a maximum of 186 follow up scans are planned.

The ideal proposal would (a) provide for the delivery of the tau radioligand at a competitive cost, (b) the same radioligand to all sites, (c) beginning no later than the Spring of 2021. The institutions and cities where the tau radioligand would need to be supplied are:

1. Columbia University Irving Medical Center, New York, NY
2. Boston University Medical Center, New York, NY
3. Georgetown University Medical Center, Washington, DC
4. Emory University, Atlanta, GA
5. University of Miami Medical Center, Miami, FL
6. Pennington Biomedical Research Center, Baton Rouge, LA
7. Wake Forest School of Medicine, Winston-Salem, NC
8. Rush University Medical College, Chicago, IL
9. University of Washington, Seattle, WA.

Bidder's Requirements:

Prospective Bidders must be capable of delivering requested radioligand to all sites based on schedule orders based on study protocols. Products delivered must conform to exact uniform specifications. Columbia University shall be invoiced for all product deliveries subject to confirmation from each site. Proposal must include exact cost for each dose and any additional charges. No additional costs not included in proposal will be allowed. Prices must remain level for duration of the study. Bidder must include any delivery and/or packaging requirements and specifications in the proposal.

Prospective bidder must guarantee delivery of radioligands for entire duration of the study. Bidder must show source of supply for each site listed. Each site must be capable of supplying the products. Bidder must show respective manufacturing sites technical expertise in manufacturing the required Radioligand.

Section 5
Bidder's Declaration

This Bid is in response to Columbia's request for a Bid ("RFP") for Laboratory Services pursuant to a federally funded award.

This Bid consists of:

- Information & Instructions for Bidders
- Bid Part I - Bidder's Declaration
- Bid Part II - Bidder Questionnaire
- Bid Part III – Product & Financial Proposal ("SOW")
- Bid Part IV - Exceptions to Columbia Terms & Conditions and

Bidder agrees to perform in accordance with all provisions of the RFP documents and any addenda thereto, except as may be specifically stated in this Bid, at the prices set forth herein.

Bidder agrees that this Bid is a firm offer to Columbia which cannot be withdrawn for 120 calendar days from and after the Bid due date.

Bidder certifies that it has thoroughly examined and fully understands all of the provisions of the RFP and the conditions of the contract documents attached thereto, as well as any addenda issued prior to the due date; that it has carefully reviewed and fully supports the accuracy of its Bid; has satisfied itself as to the nature and location of all work, the technical, general, and local conditions to be encountered in the performance of any work, the requirements of the Contract and all other matters which may in any way affect performance or the cost thereof; and that Columbia shall not be responsible for any errors or omissions on the part of the undersigned in preparing this Bid.

If awarded a Contract, Bidder agrees to execute the Contract and deliver it to Columbia within 15 calendar days, of such award, along with any required certificates of insurance.

_____ Authorized Signatory	_____ Title
_____ Company Name	_____ Date
_____ Company Address	
_____ Telephone Number	_____ Federal Taxpayer I.D. Number
_____ Email Address	_____ DUNS Number

Section 6
Bidder's Questionnaire

A. Bidder Business Structure

1. Provide your company's name and address, and the primary RFP contact's name, phone number, e-mail address and fax number.
2. Please provide the primary locations of your company's offices in North America. Indicate which manufacturing sites will supply the various study sites listed.
3. Please list your firm's other lines of business and the approximate contributions of each business to your organization's total revenue. If you are an affiliate or subsidiary of an organization, what percentage of the parent firm's total revenue does your subsidiary or affiliate generate?
4. Is Bidder incorporated? If so, in what state and as what type of corporation?

B. Bidder Financial Information

1. Please provide your Dun and Bradstreet (DUNS) Number, if any.
2. Please provide your current DUNS rating:
3. Please provide your Standard and Poor's rating:
4. Bidder must attach its most recent annual report or certified financial statement as well as most recent SEC 10K filing.
5. Please provide your previous year's revenues.
6. What percentage of Bidder's annual revenues would any contract resulting from this Bid represent?
7. Please describe any subcontractor relationships that would be involved in the support of any Columbia contract. (use of any subcontractor requires Columbia approval in advance. Failure to do so may result in termination of contract.)

C. Business Information

1. List any material regulatory action, claim asserted or threatened against Bidder that may have a significantly adverse effect on Bidder or adversely affect Bidder's ability to provide the goods or services required by this RFP.
2. List any business issue currently confronted by Bidder that may have a significantly adverse effect on Bidder or adversely affect Bidder's ability to provide the goods or services required by this RFP.
3. List 3 of your customers using the similar products covered by this Bid similar in size, industry sector, and geographical presence to Columbia.

4. Describe any existing or pending contracts between Bidder and Columbia. Please exclude contracts pending associated with this RFP initiative.
5. List the name and location of primary individual(s) who would be responsible for our account and provide brief biographies including titles, functions, academic credentials, and relevant experience. Include the role of each consultant for this assignment, the role of back-up personnel and how many clients are assigned to each person named above?
5. Has your company or any individual in your company ever been debarred, suspended or presented on the OFAC list relevant to any activities contemplated with the US Federal Government?

D. Bidder Diversity

It is the policy of Columbia to promote and increase the participation of minority-owned business enterprises (“MBE’s” or “MWL’s”) as suppliers and second-tier providers. A MWBE is defined as a business enterprise more than 50% of which is owned by women, disadvantaged or minorities. To the extent practicable, maximum opportunity shall be given to qualified MBEs to participate as suppliers and contractors to Columbia. All qualified suppliers are provided equal opportunity to compete and participate in the Columbia’s procurement process subject to all the established purchasing policies and procedures.

1. Please indicate your MWBE status.
2. Are the owner(s) of Bidder United States citizens?
3. Has Bidder ever been certified as an MBE by any agency? If so, please provide a copy of the certification.
4. Please provide the name(s) and phone numbers of any dedicated Bidder personnel who deal with MBE issues.
5. Please discuss Bidder’s own MBE program, and if Bidder is not a MBE itself, describe Bidder’s ability to provide any “second-tier” reporting to Columbia. Second-tier reporting provides details of Bidder’s expenditures, by ownership category, with MBE’s related to any contract.
6. Please indicate if your business operates in the following locations:

Zip Codes –

- 10025 – 10027 _____
- 10029 – 10040 _____
- 10451 _____
- 10454 – 10455 _____
- 10474 _____

New York Boroughs –

Brooklyn ____ Queens ____ Bronx ____ Staten Island ____ Manhattan ____

7. As Columbia is committed to the hiring of qualified local residents from the above mentioned local areas when possible:
 - Does your proposal address the hiring of local residents?

Has your company engaged local talent in any previous engagements (through any contract whether or not with Columbia)? If so, please describe.

MINORITY AND LOCAL PLAN

What operations, if any, are currently located in the New York Empowerment Zone (NYEZ)? Can you present options how this area of the Columbia community can be integrated into this program?

See below for zip codes that comprise this referenced area.

- We encourage bidders to explore potential partnering or subcontracting arrangements with MWL vendors to maximize Minority & Local participation. Please detail any plans you may have with regard to creative partnering or subcontracting with MWL vendors.

NYEZ zip codes:

- 10025 – 10027
- 10029 – 10040
- 10451
- 10454
- 10455
- 10474

Columbia attaches great importance to the bidder's ability to utilize MWL (Minority, Women, and or Locally) owned businesses in the performance of this contract. This can be accomplished by, 2nd Tier MWL vendor usage, opening of a facility within the New York Empowerment Zone (NYEZ) region, maximization of minority, women owned and local subcontract participation and innovation in recruitment and training of employees through community work force development.

What operations, if any, are currently located in the New York City area (includes 5 boroughs)? Can you present options how this area can be integrated into this program?

Section 7
No-Bid Form

RFP TITLE: _____

RFP # : _____

Bidders choosing not to bid are requested to complete the portion of the form below:

It is our intention not to submit a proposal for the following reason(s):

_____ we do not provide the requested services

_____ we do not provide the requested goods

_____ we are unable to meet the minimum qualifications

_____ due to other engagements we would be unable to support this proposal

_____ due to a conflict of interest we are unable to submit a proposal

_____ other (*please provide additional rationale below*)

Signature: _____

Name: _____

Title: _____

Section 8
Proposal Acknowledgment

DATE: February 8, 2021

FROM: Vendor Name
Address

TO: Columbia University in the City of New York

RE: PROPOSAL/BID DESCRIPTION

Project Description
Quotation # _____

Please be advised that we have carefully read the RFP and Columbia's Standard Terms and Conditions ", with link included in the package. We acknowledge that if we are ultimately awarded the supply contract we will abide by the respective terms and conditions as applicable.

(Please note any exceptions in the space below or provide an attachment with appropriate signature. Type NONE if you do not have any exceptions.)

Note Exceptions:

Signature: _____

Name: _____

Title: _____

