

Attachment 3 – Firm Offer

[TO BE COMPLETED ON OFFEROR’S LETTERHEAD]

Date

The Chief Information Officer
NYS Office of Information Technology Services
Empire State Plaza
Swan Street Building, Core 4
Albany, New York 12223

RE: ITS-IFB-2016-00SV, Google Search Appliance

Firm Offer to the State of New York and Conflict of Interest Disclosure

The undersigned hereby submits this proposal as a firm and binding offer to the State of New York on behalf of the bidding organization (also ‘Offeror’) in response to the above referenced New York State Invitation for Bids. This offer shall remain firm and non-revocable for a minimum period of 180 days from the date proposals are due to be received by the State, or until a Contract is approved by the NYS Comptroller and executed by the State.

The Offeror accepts the terms and conditions set forth in the IFB including the standard contract provisions and New York State Appendix A , and agrees to enter into a contractual agreement that shall substantially contain the provisions set forth in the IFB and be available to commence services upon approval by the State Comptroller.

The Offeror knows of no factors existing at the time of bid submission or which may arise during the procurement or contract term which would constitute a potential or actual conflict of interest such as that arising from prior, current, or proposed contracts, engagements, or affiliations, or related to the timeframe for service delivery, or personnel or financial resource commitments.

By signing, the undersigned affirms and represents that s/he has the legal authority and capacity to act on behalf of Offeror and to execute a Contract with the State of New York.

Signature
[INSERT NAME OF SIGNATORY]
[INSERT TITLE]
[INSERT COMPANY NAME]

Corporate Seal

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CORPORATE ACKNOWLEDGMENT

STATE OF _____ }
 :ss.:
 COUNTY OF _____ }

On the _____ day of _____ in the year 20 __ , before me personally came: _____, to me known, who, being by me duly sworn, did depose and say that he/she/they reside(s) in _____; that he/she/they is (are) _____ (the President or other officer or director or attorney in fact duly appointed) of _____, the corporation described in and which executed the above instrument; and that he/she/they signed his/her/their name(s) thereto by authority of the board of directors of said corporation.

Signature and Office of Person Taking Acknowledgment

PARTNERSHIP ACKNOWLEDGMENT

STATE OF _____ }
 :ss.:
 COUNTY OF _____ }

On the _____ day of _____ in the year 200__, before me personally came: _____ to me known, who, being by me duly sworn, did depose and say that he reside(s) in _____; that he is _____ (the General/Managing Partner or other officer or attorney in fact duly appointed) of _____, the partnership described in said instrument; that, by the terms of said partnership, he is authorized to execute the foregoing instrument on behalf of the partnership for the purposes set forth therein; and that, pursuant to that authority, he executed the foregoing instrument in the name and on behalf of said partnership as the act and deed of said partnership.

Signature and Office of Person Taking Acknowledgment

INDIVIDUAL ACKNOWLEDGEMENT

STATE OF _____ }
 :ss.:
 COUNTY OF _____ }

On the ____ day of _____ in the year 20 __ , before me personally appeared: _____, known to me to be the person who executed the foregoing instrument, who, being duly sworn by me did depose and say that he resides at _____, Town of _____, County of _____, State of _____; and that he executed the foregoing instrument in his/her name and on his/her own behalf.

Notary Public