



## ALABAMA STATE PORT AUTHORITY

This instruction sheet is provided as a guide to facilitate the bid process and highlight important points for consideration by bidders. Each bidder is responsible for fully reading and complying with the instructions on the Alabama State Port Authority bid form. **This instruction sheet is to be used as a guide only.**

1. No consideration will be given to bids unless presented on the Alabama State Port Authority's "Proposal for Supplies or Services" form with suitable attachments as deemed necessary by the bidder. Alternate bid proposals may be rendered with proper support.
2. If your company is not prepared to submit a bid, so state and sign to avoid being deleted from the prospective bidder's list.
3. The Alabama State Port Authority reserves the right to reject any and all bids if deemed in the Alabama State Port Authority's interest.
4. No allowance will be made for error, either omission or commission.
5. Unit price governs in Errors relating to extension of prices. **Bidders must also respond to any attached Requirements Specifications.**
6. Alabama State Port Authority policy has changed. **Bids will not be accepted via FAX.** All bids must be sealed and sent via mail or hand delivered to the Bid Coordinator's office before the specified date and time.
7. The Alabama State Port Authority accepts no responsibility for facilitating the receipt of bids.
8. Bids over \$7,500.00 must be notarized.
9. Bids received after specified opening time will be returned to the bidder unopened. Bidders are requested to show a return address on the bid envelope
10. Bid proposals must be filled out completely, including the name, address, telephone number, fax number (if possible), email address and signature of responsible person.
11. Questions may be directed to the ASPA Bid Coordinator STAN HURSTON at (251) 441-7017.
12. All hand delivered bids must be tendered to Alabama State Port Authority Bid Coordinator's Office at or before the specified time.
13. Please specify the Bid number on envelope
14. Equipment must be new, not used or refurbished.
15. Regular mailed Bids must be sent to the following postal address:

Alabama State Port Authority  
Attn: STAN HURSTON  
P.O. BOX 1588  
MOBILE, AL 36602

16. IMPORTANT NOTICE TO BIDDERS REGARDING EMPLOYMENT PRACTICES:

Effective October 1, 2011, the Beason-Hammon Alabama Taxpayer and Citizen Protection Act ("the Act") requires that any business entity contracting with or providing any grant or incentives to the state, including the Alabama State Port Authority, certify compliance with the Act. All Bidders must certify such compliance by executing the enclosed Affidavit and returning it to the Alabama State Port Authority with your bid package. The Affidavit must be notarized.

17. Overnight Bids must be sent to the following street address:

Alabama State Port Authority  
Attn: STAN HURSTON  
250 NORTH WATER STREET  
SUITE 240  
MOBILE, AL 36602

**Please note all overnight Bids must be FIRST PRIORITY.  
08:30 A.M. NEXT MORNING**

FORM FOR SECTIONS 9 (a) and (b) BEASON-HAMMON ALABAMA TAXPAYER AND CITIZEN PROTECTION ACT; CODE OF ALABAMA, SECTIONS 31-13-9 (a) and (b) AFFIDAVIT FOR BUSINESS ENTITY/EMPLOYER/CONTRACTOR

(To be completed as a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees)

STATE OF : \_\_\_\_\_

COUNTY OF : \_\_\_\_\_

Before me, a notary public, personally appeared \_\_\_\_\_ (print name) who, being duly sworn, says as follows:

As a condition for the award of any contract, grant, or incentive by the State of Alabama, any political subdivision thereof, or any state-funded entity to a business entity or employer that employs one or more employees, I hereby attest that in my capacity as

\_\_\_\_\_ (state position) for \_\_\_\_\_ (state business

entity/employer/contractor name) that said business entity/employer/contractor shall not knowingly employ, hire for employment, or continue to employ an unauthorized alien.

I further attest that said business entity/employer/contractor is enrolled in the E-Verify program.

(ATTACH DOCUMENTATION ESTABLISHING THAT BUSINESS ENTITY/EMPLOYER/CONTRACTOR IS ENROLLED IN THE E-VERIFY PROGRAM).

\_\_\_\_\_  
Signature of Affiant

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_\_.

I certify that the affiant is known (or made known) to me the identical party he or she claims to be.

\_\_\_\_\_  
Signature and Seal of Notary Public

Author: Jean Brown

Statutory Authority: Code of Alabama, sections 31-13-9 (a) and (b); Section 31-13-9 (h)

ASPA Bid 67 Specifications Sheet

MFG Part#	Description	Quantity	Start Date	End Date	Unit Price	Extended price
20056806	SYMC BACKUP EXEC 2010 AGENT FOR WINDOWS SYSTEMS WIN PER SERVER STD LIC	8	1/21/2012	1/20/2013		
20090494	SYMC BACKUP EXEC 2010 AGENT FOR VMWARE VIRTUAL INFRASTRUCTURE WIN PER HOST SERVER BNDL COMP UG LIC GOV BAND S ESSENTIAL 12 MONTHS	6	3/22/2011	3/21/2012		
20093632	SYMC BACKUP EXEC 2010 OPTION DEDUPLICATION WIN PER SERVER BNDL COMP UG LIC GOV BAND S ESSENTIAL 12 MONTHS	1	3/22/2011	3/21/2012		
20091813	SYMC BACKUP EXEC 2010 AGENT REMOTE FOR LINUX OR UNIX SERVERS LNX/UNIX PER SERVER BNDL VER UG LIC GOV BAND S ESSENTIAL 12 MONTHS	14	3/22/2011	3/21/2012		
4GMSOZF0-EI1GD	SYMC PROTECTION SUITE ENTERPRISE EDITION 4.0 PER USER BNDL MULTI LIC GOV BAND D ESSENTIAL 12 MONTHS	30	3/12/2011	3/11/2012		
4GMSOZF0-BI1GD	SYMC PROTECTION SUITE ENTERPRISE EDITION 4.0 PER USER BNDL MULTI LIC GOV BAND D BASIC 12 MONTHS	170	3/7/2011	3/6/2012		
20057902	SYMC BACKUP EXEC 2010 AGENT FOR MSFT SQL WIN PER SERVER BNDL STD LIC GOV BAND S BASIC 12 MONTHS	1	2/25/2011	2/24/2012		
20090735	SYMC BACKUP EXEC 2010 AGENT FOR MSFT EXCHANGE WIN PER SERVER BNDL VER UG LIC GOV BAND S ESSENTIAL 12 MONTHS	1	2/15/2011	2/14/2012		
20091697	SYMC BACKUP EXEC 2010 AGENT FOR MSFT SQL WIN PER SERVER BNDL VER UG LIC GOV BAND S ESSENTIAL 12 MONTHS	1	2/15/2011	2/14/2012		
20058019	SYMC BACKUP EXEC 2010 AGENT REMOTE FOR LINUX OR UNIX SERVERS LNX/UNIX PER SERVER STD LIC	14	2/8/2011	2/7/2012		
20056147	SYMC BACKUP EXEC 2010 SERVER WIN PER SERVER STD LIC	2	1/21/2011	1/20/2012		
20057669	SYMC BACKUP EXEC 2010 OPTION LIBRARY EXPANSION WIN PER DEVICE STD LIC	2	1/21/2011	1/20/2012		
20058049	REMOTE FOR LINUX OR UNIX SERVERS LNX/UNIX PER SERVER BNDL STD LIC EXPRESS BAND S ESSENTIAL 12 MONTHS	4	New License	New License		

<b>Total:</b>	
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