SOLICITATION # 10847002.Addendum#1

REQUEST FOR QUOTATION - ☑ IT GOODS ☐ IT SERVICES

CDCR INFORMATION		
Requestor: ROBIN RAMIREZ	Shipping Address: California Institution for Women	Solicitation Number: 10847002.Addendum#1
Email: ROBIN.RAMIREZ@CDCR.CA.GOV	16756 Chino-Corona Road	Release Date: 6/05/2026
Phone:	Corona, CA 92880	Response Due Date: 6/18/2026

Responses must be delivered via email to requestor listed above on or before **2:00 p.m.** on the quote response due date.	Delivery is required to be completed within 30 calendar days after receipt of order (ARO).

METHOD OF AWARD: The lowest responsive and responsible bidder meeting all administrative and technical requirements, terms, and conditions of this solicitation will be awarded. For the purposes of this solicitation, requested items shall be awarded based on the option selected below:

☑	All or none – the lowest overall bid price for all items will be awarded.
☐	On the basis of individual items – the lowest bid on each line item will be awarded. The State may accept and award any single line item or combination of line items as specified in this solicitation.

FREE ON BOARD (F.O.B.): Only bid responses quoting F.O.B. Destination to the ordering organization's receiving point will be accepted. Responsibility and liability for loss or damage for all orders shall remain with the contractor until final inspection and acceptance, when all responsibility shall pass to the ordering organization, except the responsibility for latent defects, fraud, and any warranty obligations. Acceptable freight payment terms shall be defined based on the selected option below (F.O.B terms do not apply to Services):

☑	Only quotes offering Freight Prepaid by the contractor will be accepted. All shipping costs must be included in the price of the goods. Shipping costs may NOT be listed as a separate stand-alone cost.
☐	Quotes offering either Freight Prepaid/ADD or Freight Prepaid by the contractor will be accepted.

SIGNATURE: ROBIN RAMIREZ **DATE:** 6/05/2026

BIDDER INFORMATION		
Contact Name:	Business Name:	CA Seller's Permit #:
Email:	Business Address:	Federal Employer Identification (FEIN) #:
Phone:		SB/MB/DVBE Cert. # & Exp. Date:

Are you the manufacturer? ☐ YES ☐ NO

Are you a non-Small Business claiming at least 25% Small Business Subcontractor preference? ☐ YES ☐ NO

TERMS & CONDITIONS

The following Department of General Services Procurement Division, Information Technology – General Provisions apply.
Refer to https://www.dgs.ca.gov/PD

☑ **Non-Cloud Goods & Services – DGS PD 403-ITGP (Non-Cloud)**
☐ **Cloud Computing Services – DGS PD 402-ITGP (Cloud)**

GENAI CERTIFICATION

Bidder must notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) 4986.2. **WILL YOU AND/OR YOUR SUBCONTRACTOR(S) BE USING OR OFFERING GENAI TECHNOLOGY, MODEL, SERVICE, OR SYSTEM (COLLECTIVELY, "PRODUCT")?** ☐ **YES** ☐ **NO**

SIGNATURE: _____ **DATE:** _____

GENAI DISCLOSURE OBLIGATIONS: The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI, while balancing the risks of these technologies. Bidder/Offeror must notify the State in writing if it: (1) intends to provide GenAI as a deliverable to the State; or (2), intends to utilize GenAI, including GenAI from third parties, to complete all or a portion of any deliverable that materially impacts: (i) functionality of a State system, (ii) risk to the State, or (iii) Contract performance. For avoidance of doubt, the term "materially impacts" shall have the meaning set forth in State Administrative Manual (SAM) 4986.2. Failure to report GenAI to the State may result in disqualification. The State reserves its right to seek any and all relief it may be entitled to as a result of such non-disclosure. Upon notification by a Bidder/Offeror of GenAI as required, the state reserves the right to incorporate GenAI Special Provisions into the final contract or reject bids/offers that present an unacceptable level of risk to the state. Government Code 11549.64 defines “Generative Artificial Intelligence (GenAI)” as an artificial intelligence system that can generate derived synthetic content, including text, images, video, and audio that emulates the structure and characteristics of the system’s training data.

DELIVERY: Final delivery, inspection, and acceptance shall be at the location(s) described herein.

ADVANCED PAYMENT PROHIBITED: Advanced payment is prohibited, unless for software subscription maintenance and support. This practice shall be limited to a maximum advanced payment of one (1) year.

PRICES: Pricing shall be all inclusive. Only the price/charges submitted in the quote response shall be accepted and included in the awarded purchase order.

NEW EQUIPMENT: All equipment to be provided in response to a State of California solicitation shall be new and latest model in current production. *USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE, OR DISCONTINUED MODELS ARE NOT ACCEPTABLE.*

LOSS LEADER: It is unlawful for any person engaged in business within this state to sell or use any article or product as a “loss leader” as defined in Section 17030 of the Business and Professions Code. A “loss leader” is any article or product sold at less than cost: (a) where the purpose is to induce, promote, or encourage the purchase of other merchandise; or (b) where the effect is a tendency or capacity to mislead or deceive purchasers or prospective purchasers; or (c) where the effect is to divert trade from or otherwise injure competitors.

BRAND NAMES: Any reference to brand names and/or model numbers on the Line-Item Cost Worksheet is intended to be descriptive, not restrictive. Bidder may offer equivalent items meeting the same specifications and standards of quality. Any substitutions shall be noted in the comments page following the Line-Item Cost Worksheet.

SUBSTITUTIONS: Substitutions for like items may be accepted at the State's discretion if the requested item is not available, and the substitute item is equivalent to or exceeds the standards of the original request. The State reserves the right to determine whether a substitute offer is equivalent to and meets the standards of quality required.

CHANGE ORDERS/AMENDMENTS: Any purchase order resulting from this quote may be amended, modified (within the scope of the original agreement), or terminated at any time by mutual agreement of the parties in writing. Change orders amending, modifying, or terminating the purchase order, including modifications of compensation payable, may be issued only by the State Procurement Official. All such change orders shall be in writing and issued only upon written concurrence of the contractor.

BIDDER TERMS & CONDITIONS/QUOTATION ATTACHMENTS PROHIBITED: Bid responses that reference a bidder’s own terms and conditions, legal terms, or provisions that conflict with the State’s General Provisions shall be considered non-responsive and will be rejected. The State objects to and will not evaluate or consider any additional terms or conditions submitted by a bidder.

CALIFORNIA SELLER'S PERMIT: If applicable, award will be conditional on providing your company’s California retailer’s seller’s permit number or certificate of registration and, if applicable, the permit or certification of all participating affiliates, issued by the California Department of Tax and Fee Administration (CDTFA), pursuant to all requirements as set forth in Section 6487, 7101 and Sections 6452.1, 6487.3, 18510 of the Revenue and Taxation Code, and Section 10295.1 of the Public Contract Code. To expedite the process of verifying the validity of the permit, provide the CDTFA issued seller’s permit number on page 1 of this Request for Quote or attach a copy of the permit with your bid response.

BIDDERS DECLARATION (GSPD-05-105): All bidders must complete the Bidder Declaration GSPD-05-105 and include it with the bid response. When completing the declaration, bidders must identify all subcontractors proposed for participation in the contract, including equipment manufacturers, equipment distributors, and resellers. A subcontractor is any person, firm, corporation, or organization contracting to perform any part of the prime’s contract. Bidders awarded a contract are contractually obligated to use the subcontractors for the corresponding work identified unless the State agrees to a substitution, and it is incorporated by amendment to the contract. All certified Small Businesses (SBs) and/or Disabled Veteran Business Enterprises (DVBEs) must perform a “commercially useful function” in the performance of the contract as defined in Government Code Section 14837 (d)(4). At the State’s option prior to award, bidders may be required to submit additional written clarifying information. Failure to submit the required written information as specified may be grounds for bid rejection.

SUBCONTRACTING: The maximum amount of subcontracting shall not exceed 40%. If the amount of subcontracting exceeds 40%, the responding bidder must include a letter of explanation clearly defining the need for further subcontracting. Any bid submission that is received by the CDCR that indicates more than 40% subcontracting, as noted on the Bidder Declaration GSPD-05-105, and does not include a letter of explanation, will be deemed non-responsive by the CDCR and subsequently disqualified from further evaluation of this bid.

DISABLED VETERAN BUSINESS ENTERPRISE DECLARATIONS (DGS PD 843): Per the Military and Veterans Code Section 999.2, the DVBE Declarations (DGS PD 843) must be completed and signed by all disabled veteran business owner(s) and disabled veteran business manager(s) when a DVBE contractor or subcontractor will provide materials, supplies, services, or equipment. When applicable, the completed form must be included with the bid response.

RECYCLED CONTENT PRODUCTS: State agencies are required to report purchases in many product categories. In order to comply with those requirements, bidders are required to complete and return the attached Postconsumer Recycled-Content Certification form (CalRecycle 74) with their bid response. Failure to complete and return the form may disqualify your bid from consideration. More information is located at: https://www.calrecycle.ca.gov

PAYEE DATA RECORD & CDCR SUPPLEMENT: The successful bidder *may* be required to submit a Payee Data Record (STD 204) and/or a CDCR Supplement Vendor Payee Data form listing payee information and their Taxpayer Identification Number (if currently not on file with CDCR or if there are business information updates needed).

CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION: Pursuant to Public Contract Code Section 2010, a person that submits a bid to, or otherwise proposes to enter into or renew a contract with, a state agency with respect to any contract in the amount of one hundred thousand dollars ($100,000.00) or more shall certify, under penalty of perjury, at the time the bid is submitted or the contract is renewed, compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section12960 of the Government Code).

IRAN CONTRACTING ACT VERIFICATION: Prior to submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of $1,000,000 or more, a vendor must either: a) certify it is not on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code Section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code Section 2203(c) or (d). The DGS list of entities prohibited from contracting with public entities in California per the Iranian Contracting Act, 2010, can be found at: https://www.dgs.ca.gov.

TARGET AREA CONTRACT PREFERENCE ACT (TACPA) PREFERENCE (STD 830): This solicitation provides for the optional TACPA preference. Bidders are not required to apply for this preference. Denial of the TACPA preference request is not a basis for rejection of the bid. The TACPA workplace and workforce preferences will be evaluated for this solicitation. California-based companies seeking TACPA preferences will need to complete and submit preference request forms with the bid. Visit https://www.dgs.ca.gov/PD for required preference request forms and an interactive map to determine if a business is located within a TACPA qualified zone. By submitting TACPA forms, a bidder given a TACPA preference agrees to the TACPA contract provisions required by Government Code Section 4535 and provided in Section 1896.40 of Title 2 of the California Code of Regulations (CCR) in addition to requirements specified on the TACPA form STD 830.

TOBACCO-FREE ENVIRONMENT: Pursuant to Penal Code Section 5030.1, the possession or use of tobacco products by any person on the grounds of any institution or facility under the jurisdiction of CDCR is prohibited.

PROHIBITION ON TAX DELINQUENTS: Persons or companies identified as the largest tax delinquents by the Franchise Tax Board (FTB) or California Tax and Fee Administration (CDTFA) under the authority of Sections 7063 or 19195 of the Revenue and Taxation Code shall be disqualified from the bidding process. PCC Section10295.4. Contractors included on tax delinquency lists; contracts void and unenforceable; (a) Notwithstanding any other law, a state agency shall not enter into any contract for the acquisition of goods or services with a contractor whose name appears on either list of the 500 largest tax delinquencies pursuant to Section 7063 or 19195 of the Revenue and Taxation Code. Any contract entered into in violation of this subdivision is void and unenforceable. (b) This section shall apply to any contract executed on or after July 1, 2012.

EXECUTIVE ORDER N-6-22 - RUSSIA SANCTIONS: On March 4, 2022, Governor Gavin Newsom issued Executive Order N-6-22 (the EO) regarding Economic Sanctions against Russia and Russian entities and individuals. "Economic Sanctions" refers to sanctions imposed by the U.S. government in response to Russia's actions in Ukraine, as well as any sanctions imposed under state law. By submitting a bid or proposal, Contractor represents that it is not a target of Economic Sanctions. Should the State determine that the Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for rejection of the Contractor's bid/proposal any time prior to contract execution or, if determined after contract execution, shall be grounds for termination by the State.

SB/DVBE CERTIFICATION: The Department of General Services (DGS) Procurement Division (PD), Office of Small Business and DVBE Services (OSDS) is the State's certifying agency. Suppliers claiming preferences and/or incentives must provide their California Small Business (SB), Micro Business (MB), or Disabled Veteran Business Enterprise (DVBE) certification number on page 1 of this RFQ. Completed certification applications and required support documents must be submitted to the OSDS no later than 5:00 p.m. on the bid due date and the OSDS must be able to approve the application as submitted. SB/Nonprofit Veteran Service Agencies (NVSA's) must possess certification by California prior to the day and time bids are due. Online applications are available at https://caleprocure.ca.gov. Questions regarding certification should be directed to the OSDS at OSDSHelp@dgs.ca.gov or (916) 375-4940.

SMALL BUSINESS PREFERENCE: Section 14838 et seq. of the California Government code requires that a 5% preference be given to bidders who qualify as a certified small business. If applicable, a bidder can claim the small business preference by providing their small business certification number on page 1 of this RFQ.

NON-SMALL BUSINESS SUBCONTRACTOR PREFERENCE: A 5% bid preference is available to non-small business claiming 25% California certified small business subcontractor participation. If applicable, claim the preference on page 1 of this RFQ and provide the small business subcontractor information and percentages on the Bidder Declaration (GSPD-05-105) form included in this solicitation packet.

SMALL BUSINESS NONPROFIT VETERAN SERVICE AGENCIES (SB/NVSA): SB/NVSA prime bidders meeting requirements specified in the Military and Veterans Code Section 999.50 et seq. and obtaining a California certification as a small business are eligible for the 5% small business preference. If applicable, provide certification number on page 1 of this RFQ.

DVBE PROGRAM REQUIREMENTS: The State has established goals for DVBE participation in State contracts. The intent of the DVBE participation requirement and incentive is to encourage DVBE certified suppliers to participate in bidding opportunities, and to encourage non-DVBE firms to seek and include DVBE's as sub-contractors. *For the purposes of this solicitation, the department elects to exempt the DVBE Program Requirements but opts to include the DVBE Incentive.* This solicitation does not include a required minimum DVBE participation percentage or goal.

DVBE INCENTIVE: A DVBE incentive will be given to bidders who provide DVBE participation. For evaluation purposes only, the State shall apply a DVBE bid incentive to bids that propose a California certified DVBE participation as identified on the Bidder Declaration, GSPD-05-105, and confirmed by the State. Bidders that fail to submit the required Bidder Declaration to confirm the level of DVBE participation will not be eligible to receive the DVBE incentive. The DVBE incentive amount for awards based on low price will vary in conjunction with the percentage of DVBE participation. The net bid price of responsive bids will be reduced, for evaluation purposes only, by the amount of DVBE incentive as applied to the lowest net bid price. If the #1 ranked responsive, responsible bid is a California certified small business, the only bidders eligible for the DVBE incentive will be California certified small businesses. The following incentive percentages will apply to this solicitation:

Confirmed DVBE Participation of:	DVBE Incentive:
5% or greater	5%
4% to 4.99% inclusive	4%
3% to 3.99% inclusive	3%
2% to 2.99% inclusive	2%
1% to 1.99% inclusive	1%

DVBE SUBCONTRACTING – REPORTING REQUIREMENTS: Contractor understands and agrees to comply with the requirements set forth in Military and Veterans Code Section 999 et seq. Should award of this contract be based in part on their commitment to use the DVBE subcontractor(s) identified in their bid or offer, per Military and Veterans Code Section 999.5 (g), a DVBE subcontractor may only be replaced by another DVBE subcontractor and must be approved by both the awarding department and the DGS prior to the commencement of any work by the proposed subcontractor. Changes to the scope of work that impact the DVBE subcontractor(s) identified in the bid or offer and approved DVBE substitutions will be documented by contract amendment. Failure of Contractor to seek substitution and adhere to the DVBE participation level identified in the bid or offer may be cause for contract termination, recovery of damages under rights and remedies due to the State, and penalties as outlined in MVC Section 999.9; Public Contract Code (PCC) Section 10115.10. Upon completion of this Contract, the department requires the prime contractor to certify information using the Prime Contractor's Certification – DVBE Subcontracting Report (STD 817). If for this Contract, the Contractor made a commitment to achieve the DVBE participation goal by subcontracting to a DVBE, the Department will withhold $10,000 from the final payment, or the full final payment if less than $10,000, until the Contractor complies with the certification requirements above. A Contractor that fails to comply with the certification requirement shall, after written notice, be allowed to cure the defect. Notwithstanding any other law, if, after 30 calendar days from the date of written cure notice, the prime contractor refuses to comply with the certification requirements, the department shall permanently deduct $10,000 from the final payment, or the full payment if less than $10,000. (MVC Section 999.7) A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (MVC Section 999.5(d); Govt. Code Section 14841). Contractor agrees to comply with the rules, regulations, ordinances, and statutes that apply to the DVBE program as defined in Section 999 of the MVC, including, but not limited to, the requirements of Section 999.5(d). (PCC Code Section 10230). DVBE subcontractors will be notified at the time of award that their firm has been listed for participation in an agreement. Upon request, the prime contractor shall also provide proof of payment to the DVBE for subcontractor work.

RESPONSIVE BID: A bid that clearly substantiates compliance, without material deviation, with all specifications, requirements, and the terms and conditions of the solicitation. If a bidder has been determined to be non-responsive, the bid shall be rejected.

RESPONSIBLE BIDDER: Bidders may be required to submit evidence of their qualifications at such times and under conditions as the State may deem necessary. The question of whether a particular bidder is a responsible bidder may involve an evaluation of the bidder's experience, type of facility, expertise, or financial resources regarding the items requested by the pertinent solicitation. If a bidder has been determined to be non-responsible, the bid shall be rejected.

BID EVALUATION – TIE BETWEEN BIDDERS: In the event of a precise tie between bidders, the CDCR procurement official will conduct a coin toss. At least one witness must observe and document the coin toss. Affected bidders will be given the opportunity to attend the tie breaker coin toss. An email notification will be sent to the affected bidders at least 24 hours prior to the coin toss. Note: In the event of a precise tie between two SB suppliers in which one is also a DVBE, the award shall go to the SB that is also a DVBE. [Government Code, Section 14838 (f) and Title 2 CCR, Section 1896.8(f)].

CONFIDENTIALITY: During the evaluation of bids received in response to a competitive solicitation and prior to contract award, information relating to bid evaluation is confidential. Any disclosure of confidential information by the bidder during the procurement process is a basis for rejecting the bidder's proposal and finding the bidder ineligible. Total confidentiality during the procurement process is vital to preserve the integrity of the process.

AWARD OF CONTRACT: For IT solicitations over $100,000, award of contract, if made, will be in accordance with the RFQ information on evaluation to a responsible bidder whose bid complies with all the requirements of the RFQ documents and an addenda thereto, except for such immaterial defects as may be waived by the State. Award, if made, will be made within forty-five (45) days after the scheduled date for Contract Award as specified in the RFQ; however, a bidder may extend the offer beyond 45 days in the event of a delay of contract award. Written notification of the State's intent to award will be made to all bidders. If a bidder, having submitted a bid, can show that its bid, instead of the bid selected by the State, should be selected for contract award, the bidder will be allowed five (5) working days to submit a Notice of Intent to Protest, according to the instructions contained in the paragraph titled "Protests" of this RFQ.

PROTESTS: For IT solicitations over $100,000, any bidder's issues regarding solicitation requirements must be resolved (or attempts to resolve them must have been made) *before* a protest may be submitted according to the procedure below. These issues will first be resolved by the contact for the solicitation or if they result in a protest, the protest will be submitted to DGS Procurement Division Deputy Director to hear and resolve issues and whose decision will be final. If a bidder has submitted a bid which it believes to be responsive to the requirements of the RFQ and to be the bid that should have been selected according to the evaluation procedures in the solicitation and the bidder believes the State has incorrectly selected another bidder for award, the bidder may submit a protest of the selection as described below. Protests regarding selection of the "successful bidder" will be heard and resolved by the Victim Compensation and Government Claims Board whose decision will be final. All protests of award must be made in writing, signed by an individual authorized to bind the bidder contractually and financially, and contain a statement of the reason(s) for protest; citing the law, rule, regulation or procedure on which the protest is based. The protester must provide facts and evidence to support the claim. Protests must be mailed or delivered to: Deputy Director, Procurement Division, 707 Third Street, Second Floor South, West Sacramento, CA 95605, Facsimile No.: (916) 375-4611, Email: PDProtest@dgs.ca.gov
All protests to the RFQ or protests concerning the evaluation, recommendation, or other aspects of the selection process must be received by DGS Procurement Division Deputy Director as promptly as possible, but not later than the date indicated in the Notification of Intent to Award. Certified or registered mail must be used unless delivered in person; in which case the protester should obtain a receipt of delivery.
SOLICITATION ATTACHMENTS: The following documents are attached or incorporated by reference and are considered part of this solicitation. Visit http://www.dgs.ca.gov/PD to view Bidder Instructions and General Provisions. Please read carefully.

- Bidder Instructions (DGS PD 451) (Revised 11/09/2011)
- Department of General Services Procurement Division, Information Technology – General Provisions – Non-Cloud Goods & Services – DGS PD 403-ITGP (Non-Cloud) (Revised and Effective 02/20/2025)
- Department of General Services Procurement Division, Information Technology – General Provisions – Cloud Computing Services – DGS PD 402-ITGP (Cloud) (Revised and Effective 02/20/2025)
- Line-Item Cost Worksheet (Commodity Information/Description/Specifications) (Page 6)
- Bidder Declaration (GSPD-05-105)
- Disabled Veteran Business Enterprise Declarations (DGS PD 843)
- Postconsumer Recycled -Content Certification (CalRecycle 74)
- Payee Data Record (STD 204)
- CDCR Supplement Vendor Payee Data Record Form
- California Civil Rights Laws Certification
- Iran Contracting Act Verification
- TACPA Preference Request Form (STD 830)
- Other: _____

RESPONSE CHECKLIST: Mandatory Documents - The following checklist identifies the items that must be completed and returned to be evaluated for award: (*Indicates if applicable)
Failure to return any item in the above checklist with your bid response may result in your bid being considered non-responsive and may be rejected.

CDCR Requires	Bidder Fulfilled	Mandatory Document
☑	☐	Complete signed & dated Request for Quote response [EIS 4004(C) (All Pages)]
☑	☐	Seller's Permit Information (or a copy of the CA Seller's Permit)
☑	☐	Line-Item Cost Worksheet (or Vendor Quote)
☑	☐	Bidder Declaration (GSPD-05-105)
☑	☐	Disabled Veteran Business Enterprise Declaration (DGS PD 843)*
☑	☐	Postconsumer Recycled -Content Certification (CalRecycle 74)*
☑	☐	Payee Data Record (STD 204) and CDCR Supplement Vendor Payee Data Record Form
☑	☐	California Civil Rights Laws Certification*
☑	☐	Iran Contracting Act Verification*
☐	☐	TACPA Preference Request Form (STD 830)*

SOLICITATION # 10847002.Addendum#1

LINE-ITEM COST WORKSHEET

BUSINESS NAME: _____

For Software only: ☑ New Request ☐ Renewal

Term Start Date and End Date: 6/26/2026 - 6/25/2031

LINE NUMBER	QUANTITY	UNIT	PRODUCT OR SERVICES DESCRIPTION (Commodity Information/Description/Specifications)	UNIT PRICE	EXTENDED PRICE
1	2		Full Body X-Ray Security Scanning System.		$ 0.00
			Mandatory requirements specified		$ 0.00
			in Exhibit A - SOW, Sec 1 attached.		$ 0.00
2	2		Installation		$ 0.00
3	2		Warranty: One Year Parts and Labor on Entire System		$ 0.00
			from Time of Installation		$ 0.00
4	2		Training: 2-3 days Formal, classroom, on-site		$ 0.00
			Including user manuals and training materials.		$ 0.00
					$ 0.00
5	2		Management Software - Minimum requirements		$ 0.00
			specified in Exhibit A - SOW Sec 2 attached.		$ 0.00
6	1		(One Time Fee) Connects X-ray body scanners		$ 0.00
			for data backup, dose compilation, and image storage.		$ 0.00
7	1		(One Time Fee) Implementation		$ 0.00
8	8		Additional Extended Warranty - Per year, Per Machine		$ 0.00
			Includes management software. 8 total years, 4 years/machine		$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
				SUBTOTAL:	$ 0.00
				SHIPPING & HANDLING:	
				TOTAL:	$ 0.00

CASH DISCOUNTS: Cash discounts will not be considered when evaluating bid responses for award purposes. However, cash discounts may be offered and taken by the State when processing invoices within the specified timeframe. Discount offered must be at least one percent and a minimum of $50.00.
Discount Payment Offer: _____ % cash discount for payment within _____ days.

BIDDER SIGNATURE AUTHORIZATION

By virtue of submitting a bid, the Authorized Representative signing this RFQ accepts all terms and conditions expressed herein. Bidder offers and agrees that if this response is accepted within forty-five (45) calendar days following the date the response is due to furnish all the items upon which prices are quoted, at the prices set opposite each item, delivered at the designated point(s) by the method of delivery and within the times specified and subject to the attached General Provisions. DECLARATIONS UNDER PENALTY OF PERJURY: By signing above, with the inclusion of the date of signature, the above signed bidder DECLARES UNDER PENALTY OF PERJURY under the laws of the State of California as follows: (1) (STATEMENT OF COMPLIANCE). The above signed complied with the non-discrimination program requirements of Government Code 12990 and Title 2, California Administrative Code Section 8103, and such declaration is true and correct. (2) The National Labor Relations Board declaration set forth in Paragraph 48 of the General Provisions is true and correct. (3) If a claim is made for the Small Business or Disabled Veterans Business preference, the information set forth within is true and correct.

SIGNATURE:	**DATE:**

COMMENTS: *(Use the box below for any additional comments regarding the solicitation)*

The purpose of this solicitation is to acquire a Whole Body Security Scanning System to support the California Department of Corrections and Rehabilitation (CDCR), California Institution for Women (CIW). Vendors are advised of the dates and times shown below and are expected to adhere to them. The CDCR may modify any part of the RFQ, prior to the date quotes are due, by issuance of one (1) or more Addendum. Addendums will be numbered consecutively and added to the Event Package. Interested Vendors may submit questions and/or requests for clarification, via e-mail on or before the date and time listed in the table below, to: robin.ramirez@cdcr.ca.gov.
The CDCRs responses to Vendors' questions that provide new or additional information will be added to the Event Package via an Addendum.

RFQ Release Date: 6/05/2026
RFQ Questions Due: 6/10/2026
RFQ Responses to Questions: 6/12/2026
RFQ Due Date: 6/18/2026
RFQ Evaluation: 6/19/2026
Intent to Award: 6/19/2026
Award of RFQ: 6/26/2026

Dates subject to change Please see Event Package attachments for RFQ solicitation and required documents.

Solicitation Number 10847002.Addendum#1

BIDDER DECLARATION

1. Prime bidder information **(Review attached Bidder Declaration Instructions prior to completion of this form)**:

a. Identify current California certification(s) **(MB, SB, NVSA, DVBE):** _____ **or None** ____ (If "None", go to Item #2)

b. Will subcontractors be used for this contract? **Yes** ☐ **No** ☐ (If yes, indicate the distinct element of work your firm will perform in this contract e.g., list the proposed products produced by your firm, state if your firm owns the transportation vehicles that will deliver the products to the State, identify which solicited services your firm will perform, etc.). Use additional sheets, as necessary.

_____

_____

c. If you are a California certified DVBE:
(1) Are you a broker or agent? **Yes** ☐ **No** ☐
(2) If the contract includes equipment rental, does your company own at least 51% of the equipment provided in this contract (quantity and value)? **Yes** ☐ **No** ☐ **N/A** ☐

2. If no subcontractors will be used, skip to certification below. Otherwise, list all subcontractors for this contract. (Attach additional pages if necessary):

Subcontractor Name, Contact Person, Phone Number & Fax Number	Subcontractor Address & Email Address	CA Certification (MB, SB, NVSA, DVBE or None)	Work performed or goods provided for this contract	Corresponding % of bid price	Good Standing?	51% Rental?
					☐	☐
					☐	☐
					☐	☐

CERTIFICATION: By signing the bid response, I certify under penalty of perjury that the information provided is true and correct.

BIDDER DECLARATION Instructions

All prime bidders (the firm submitting the bid) must complete the Bidder Declaration.

1.a. Identify all current certifications issued by the State of California. If the prime bidder has no California certification(s), check the line labeled "None" and proceed to Item #2. If the prime bidder possesses one or more of the following certifications, enter the applicable certification(s) on the line:

- Microbusiness (MB)
- Small Business (SB)
- Nonprofit Veteran Service Agency (NVSA)
- Disabled Veteran Business Enterprise (DVBE)

1.b. Mark either "Yes" or "No" to identify whether subcontractors will be used for the contract. If the response is "No", proceed to Item #1.c. If "Yes", enter on the line the distinct element of work contained in the contract to be performed or the goods to be provided by the prime bidder. Do not include goods or services to be provided by subcontractors.

Bidders certified as MB, SB, NVSA, and/or DVBE must provide a commercially useful function as defined in Military and Veterans Code Section 999 for DVBEs and Government Code Section 14837(d)(4)(A) for small/microbusinesses.

Bids must propose that certified bidders provide a commercially useful function for the resulting contract or the bid will be deemed non-responsive and rejected by the State. For questions regarding the solicitation, contact the procurement official identified in the solicitation.

Note: A subcontractor is any person, firm, corporation, or organization contracting to perform part of the prime's contract.

1.c. This item is only to be completed by businesses certified by California as a DVBE.

(1) Declare whether the prime bidder is a broker or agent by marking either "Yes" or "No". The Military and Veterans Code Section 999.2 (b) defines "broker" or "agent" as a certified DVBE contractor or subcontractor that does not have title, possession, control, and risk of loss of materials, supplies, services, or equipment provided to an awarding department, unless one or more of the disabled veteran owners has at least 51-percent ownership of the quantity and value of the materials, supplies, services, and of each piece of equipment provided under the contract.

(2) If bidding rental equipment, mark either "Yes" or "No" to identify if the prime bidder owns at least 51% of the equipment provided (quantity and value). If **not** bidding rental equipment, mark "N/A" for "not applicable."

---

2. If no subcontractors are proposed, do not complete the table. Read the certification at the bottom of the form and complete "Page ____ of ____" on the form.

If subcontractors will be used, complete the table listing all subcontractors. If necessary, attach additional pages and complete the "Page ____ of ____" accordingly.

2. *(continued)* **Column Labels**

Subcontractor Name, Contact Person, Phone Number & Fax Number—List each element for all subcontractors.

Subcontractor Address & Email Address—Enter the address and if available, an Email address.

CA Certification (MB, SB, NVSA, DVBE or None)—If the subcontractor possesses a current State of California certification(s), verify on this website (www.eprocure.pd.dgs.ca.gov).

Work performed or goods provided for this contract—Identify the distinct element of work contained in the contract to be performed or the goods to be provided by each subcontractor. Certified subcontractors must provide a commercially useful function for the contract. (See paragraph 1.b above for code citations regarding the definition of commercially useful function.) If a certified subcontractor is further subcontracting a greater portion of the work or goods provided for the resulting contract than would be expected by normal industry practices, attach a separate sheet of paper explaining the situation.

Corresponding % of bid price—Enter the corresponding percentage of the total bid price for the goods and/or services to be provided by each subcontractor. Do not enter a dollar amount.

Good Standing?—Provide a response for each subcontractor listed. Enter either "Yes" or "No" to indicate that the prime bidder has verified that the subcontractor(s) is in good standing for all of the following:

- Possesses valid license(s) for any license(s) or permits required by the solicitation or by law
- If a corporation, the company is qualified to do business in California and designated by the State of California Secretary of State to be in good standing
- Possesses valid State of California certification(s) if claiming MB, SB, NVSA, and/or DVBE status

51% Rental?—This pertains to the applicability of rental equipment. Based on the following parameters, enter either "N/A" (not applicable), "Yes" or "No" for each subcontractor listed.

Enter "**N/A**" if the:

- Subcontractor is NOT a DVBE (regardless of whether or not rental equipment is provided by the subcontractor) or
- Subcontractor is NOT providing rental equipment (regardless of whether or not subcontractor is a DVBE)

Enter "**Yes**" if the subcontractor is a California certified DVBE providing rental equipment and the subcontractor owns at least 51% of the rental equipment (quantity and value) it will be providing for the contract.

Enter "**No**" if the subcontractor is a California certified DVBE providing rental equipment but the subcontractor does NOT own at least 51% of the rental equipment (quantity and value) it will be providing.

Read the certification at the bottom of the page and complete the "Page ____ of ____" accordingly.

STATE OF CALIFORNIA
Department of Resources Recycling and Recovery (CalRecycle)
CalRecycle 74 (Revised 01/23)

Postconsumer Recycled-Content Certification

To be completed by the State agency	
State Agency:	
Purchasing Agent:	PO #:
Phone:	E-mail:

The State Agency Buy Recycled Campaign (SABRC) is a state mandated program that requires the reporting of all purchases made within 16 specified product categories. All state agencies are required to verify the recycled-content of all products purchased within each of these categories.

All businesses shall certify the minimum percentage in writing to the contracting officer or his or her representative, if not the exact percentage, of postconsumer recycled-content (PCRC) material in the products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the minimum content requirements specified in law (see reverse side). The certification shall be furnished under penalty of perjury. The certification shall be provided regardless of content, even if the product contains no recycled material. A State agency may waive the certification requirement if the percentage of postconsumer material in the products, materials, goods, or supplies can be verified in a written advertisement, including, but not limited to, a product label, a catalog, or a manufacturer or vendor Internet website.

Public Contract Code sections 12205(a)(1), (2), (3) and (b)(1), (2), and (3)

Contractor/Company Name_____

Address_____**Phone**_____

Purchase Order # **RFQ #** **RFP #** **IFB #** **Cal Card Order #**	**Item #**	**Product or Services Description**	**[1]Percent Postconsumer Recycled-Content Material**	**[2]SABRC Product Category Code**	**Meets SABRC**
					☐
					☐
					☐
					☐
					☐
					☐

Pursuant to Public Contract Code 12205(b)(1), I certify under penalty of perjury under the laws of the State of California that the above information is true and correct.

_____ _____

Print Name Signature **Title** Date

FOOTNOTES:

1. "Postconsumer recycled-content material" is defined as products that were bought, used, and recycled by consumers. For example, a newspaper that has been purchased, recycled, and used to make another product would be considered postconsumer material.
2. "Product category" refers to one of the categories listed below, into which the reportable purchase is best placed.
3. If the product does not belong in any of the product categories, enter "N/A." Common "N/A" products include wood products, aggregate, concrete, and electronics such as computers, TV, software on a disk or CD, and telephones.
4. For reused or refurbished products, there is no minimum content requirement. (PCC 12209(l))

Code*	Product Categories	Product Subcategories	Product Examples in each SABRC Category (*PCC 12207*) Examples include, but are not limited to, these individual products/materials.	Minimum Post-Consumer Content Requirement per Statute (*PCC 12209*)
1A	Paper Products	Toilet Paper	Toilet paper.	45 percent by fiber weight post-consumer fiber.
1B	Paper Products	Paper Towels	Paper towels.	40 percent by fiber weight post-consumer fiber.
1C	Paper Products	Facial Tissues	Facial tissue.	10 percent by fiber weight post-consumer fiber.
1D	Paper Products	Toilet Seat Covers	Toilet seat covers.	20 percent by fiber weight post-consumer fiber.
1E	Paper Products	General Purpose Paper Wipes	General purpose paper wipes.	40 percent by fiber weight post-consumer fiber.
1F	Paper Products	Food Serviceware	Napkins, plates, bowls, food trays, takeout boxes, and placemats.	40 percent by fiber weight post-consumer fiber.
1G	Paper Products	Miscellaneous Paper Products	Cartons, wrapping, packaging, file folders, hanging folders, building insulation and panels, corrugated boxes.	30 percent by fiber weight post-consumer fiber.
2	Printing and Writing Papers	Printing and Writing Papers	Copy, xerographic, watermark, cotton fiber, offset, forms, computer printout paper, white wove envelopes, manila envelopes, book paper, note pads, writing tablets, newsprint, and other uncoated writing papers, posters, index cards, calendars, brochures, reports, magazines, and publications.	30 percent by fiber weight post-consumer fiber.
3A	Soil Amendments and Toppings	Compost	Soil amendments, soil conditioner for potting or plant mix, organic materials used for water conservation; organic materials such as biosolids or other comparable substitutes such as livestock, horse, or other animal manure, food residues or fish processing byproducts; mechanical breakdown of materials.	80 percent recovered material that would otherwise be normally disposed of in a landfill.
3B	Soil Amendments and Toppings	Mulch	Ground covers, weed suppressants.	80 percent recovered material that would otherwise be normally disposed of in a landfill.
4A	Glass Products	Glass Products	Windows, test tubes, beakers, laboratory or hospital supplies, reflective beads, tiles, construction blocks, desktop accessories, flat glass sheets, loose- grain abrasives, deburring media, liquid filter media, and containers.	25 percent post-consumer, by weight.
4B	Glass Products	Fiberglass	Fiberglass (insulation),	30 percent post-consumer, by weight.
5	Lubricating Oils		Intended for use in a crankcase, transmission, engine, power steering, gearbox, differential chainsaw, transformer dielectric, fluid, cutting, hydraulic, industrial, or automobile, bus, truck, vessel, plane, train, heavy equipment, or machinery powered by an internal combustion engine.	70 percent re-refined base oil.
6	Plastic Products		Printer or duplication cartridges, diskette, carpet, office products, plastic lumber, buckets, wastebaskets, containers, benches, tables, fencing, clothing, mats, packaging, signs, posts, binders, sheet, buckets, building products, garden hose, and trays.	20 percent postconsumer, by weight, is remanufactured or has a take back program.
7A	Paint:	Low-VOC: < 50 grams/liter	Water-based paint, graffiti abatement, interior and exterior, and maintenance.	50 percent post-consumer paint.
7B	Paint:	Other VOC: > 50 grams/liter	Water-based paint, graffiti abatement, interior and exterior, and maintenance.	50 percent post-consumer paint.
8	Antifreeze		Recycled antifreeze, and antifreeze containing a bittering agent or made from polypropylene or other similar non-toxic substance.	70 percent post-consumer material.
9	Tires (Retreaded tires)		Truck and bus tires, and those used on fleet vehicles (and passenger cars where available).	Retreaded: Must use an existing casing that has undergone retreading or recapping process in accordance with Public Resource Code (commencing with section 42400).
10	Tire- Derived Products		Flooring, mats, wheelchair ramps, playground surfacing, sports surfacing, parking bumpers, bullet traps, hoses, bumpers, truck bedliners, pads, walkways, tree ties, wheel chocks, rollers, traffic-related products, mudflaps, accessibility ramps, paths and sidewalks, animal care products, including, but not limited to, horse arena surfacing, stall mats, cow mats, and equestrian barn and breezeway flooring, artificial turf, landscaping and rubber mulch, outdoor surfacing, pavers and tiles, and posts.	50 percent recycled used tires.
11A	Metal Products	Metal Products	Staplers, paper clips, steel furniture, desks, pedestals, scissors, jacks, rebar, pipe, plumbing fixtures, chairs, ladders, file cabinets, shelving, containers, lockers, sheet metal, girders, building and construction products, bridges, braces, nails, and screws.	10 percent post-consumer material, by weight.
11B	Metal Products	Vehicles	Vehicles.	10 percent post-consumer material, by weight.
12	Building Finishes	Open Office Panel Systems	Open office panel systems.	Middle range of state contracts.
13	Carpet		Carpet	Determined by DGS and Posted in SCM.
14A	Erosion Control Products	Compost Filter Socks	Compost filter sock.	100 percent post-consumer material.
14B	Erosion Control Products	Compost Blanket	Compost blanket, layer of compost protecting bare soil surfaces.	100 percent post-consumer material.
14C	Erosion Control Products	Hydraulic Mulch	Hydraulic mulch or erosion control process that uses fiber slurry and tackifier.	100 percent post-consumer material.
15A	Textiles	Textiles		0 percent post-consumer material.
15B	Textiles	General Textile Wipes	General purpose wipes.	100 percent post-consumer material.
16A	Pavement Surfacing	Rubberized Pavement Surfaces	Rubberized asphalt concrete and chip seal.	15 percent post-consumer material.
16B	Pavement Surfacing	Recycled Asphalt Pavement	Recycled Asphalt Pavement	25 percent post-consumer material.

*It is each agency's prerogative to assign internal codes/object codes for post-consumer recycled content products based on their internal paper or computer tracking systems.

For additional information, please visit www.CalRecycle.ca.gov/BuyRecycled/StateAgency/

STATE OF CALIFORNIA – DEPARTMENT OF GENERAL SERVICES PROCUREMENT DIVISION

DISABLED VETERAN BUSINESS ENTERPRISE DECLARATIONS

DGS PD 843 (Rev. 9/2019)
Formerly STD. 843

Instructions: The disabled veteran (DV) owner(s) and DV manager(s) of the Disabled Veteran Business Enterprise (DVBE) must complete this declaration when a DVBE contractor or subcontractor will provide materials, supplies, services or equipment [Military and Veterans Code Section 999.2]. Violations are misdemeanors and punishable by imprisonment or fine and violators are liable for civil penalties. All signatures are made under penalty of perjury.

SECTION 1

Name of certified DVBE: _____ DVBE Ref. Number: _____

Description (materials/supplies/services/equipment proposed): _____

Solicitation/Contract Number: _____ SCPRS Ref. Number: _____
(FOR STATE USE ONLY)

SECTION 2

APPLIES TO ALL DVBEs. Check only one box in Section 2 and provide original signatures.

☐ I (we) declare that the DVBE is not a broker or agent, as defined in Military and Veterans Code Section 999.2 (b), of materials, supplies, services or equipment listed above. Also, complete Section 3 below if renting equipment.

☐ Pursuant to Military and Veterans Code Section 999.2 (f), I (we) declare that the DVBE is a broker or agent for the principal(s) listed below or on an attached sheet(s). *(Pursuant to Military and Veterans Code 999.2 (e), State funds expended for equipment rented from equipment brokers pursuant to contracts awarded under this section shall not be credited toward the 3-percent DVBE participation goal.)*

All DV owners and managers of the DVBE **(attach additional pages with sufficient signature blocks for each person to sign)**:

(Printed Name of DV Owner/Manager)	(Signature of DV Owner/ Manager)	(Date Signed)
(Printed Name of DV Owner/Manager)	(Signature of DV Owner/Manager)	(Date Signed)

Firm/Principal for whom the DVBE is acting as a broker or agent: _____
(If more than one firm, list on extra sheets.) (Print or Type Name)

Firm/Principal Phone: _____ Address: _____

SECTION 3

APPLIES TO ALL DVBEs THAT RENT EQUIPMENT AND DECLARE THE DVBE IS NOT A BROKER.

☐ Pursuant to Military and Veterans Code Section 999.2 (c), (d) and (g), I am (we are) the DV(s) with at least 51% ownership of the DVBE, or a DV manager(s) of the DVBE. The DVBE maintains certification requirements in accordance with Military and Veterans Code Section 999 et. seq.

☐ The undersigned owner(s) own(s) at least 51% of the quantity and value of each piece of equipment that will be rented for use in the contract identified above. I (we), the DV owners of the equipment, have submitted to the administering agency my (our) personal federal tax return(s) at time of certification and annually thereafter as defined in *Military and Veterans Code 999.2,* subsections (c) and (g). *Failure by the disabled veteran equipment owner(s) to submit their personal federal tax return(s) to the administering agency as defined in Military and Veterans Code 999.2, subsections (c) and (g), will result in the DVBE being deemed an equipment broker.*

Disabled Veteran Owner(s) of the DVBE **(attach additional pages with signature blocks for each person to sign)**:

(Printed Name)	(Signature)	(Date Signed)
(Address of Owner)	(Telephone)	(Tax Identification Number of Owner)

Disabled Veteran Manager(s) of the DVBE **(attach additional pages with sufficient signature blocks for each person to sign)**:

(Printed Name of DV Manager)	(Signature of DV Manager)	(Date Signed)

PRINT CLEAR

STATE OF CALIFORNIA – DEPARTMENT OF FINANCE

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 03/2021)

Section 1 – Payee Information

NAME (This is required. Do not leave this line blank. Must match the payee's federal tax return)

BUSINESS NAME, DBA NAME or DISREGARDED SINGLE MEMBER LLC NAME (If different from above)

MAILING ADDRESS (number, street, apt. or suite no.) (See instructions on Page 2)

CITY, STATE, ZIP CODE	E-MAIL ADDRESS

Section 2 – Entity Type

Check one (1) box only that matches the entity type of the Payee listed in Section 1 above. (See instructions on page 2)

- ☐ **SOLE PROPRIETOR / INDIVIDUAL**
- ☐ **SINGLE MEMBER LLC** *Disregarded Entity owned by an individual*
- ☐ **PARTNERSHIP**
- ☐ **ESTATE OR TRUST**

CORPORATION (see instructions on page 2)

- ☐ **MEDICAL** *(e.g., dentistry, chiropractic, etc.)*
- ☐ **LEGAL** *(e.g., attorney services)*
- ☐ **EXEMPT** *(e.g., nonprofit)*
- ☐ **ALL OTHERS**

Section 3 – Tax Identification Number

Enter your Tax Identification Number (TIN) in the appropriate box. The TIN must **match** the name given in Section 1 of this form. Do not provide more than one (1) TIN. The TIN is a 9-digit number. **Note:** Payment will not be processed without a TIN.

- For **Individuals**, enter SSN.
- If you are a **Resident Alien**, and you do not have and are not eligible to get an SSN, enter your ITIN.
- Grantor Trusts (such as a Revocable Living Trust while the grantors are alive) may not have a separate FEIN. Those trusts must enter the individual grantor's SSN.
- For **Sole Proprietor or Single Member LLC (disregarded entity), in which the sole member is an individual**, enter SSN (ITIN if applicable) or FEIN (FTB prefers SSN).
- For **Single Member LLC (disregarded entity), in which the sole member is a business entity**, enter the owner entity's FEIN. Do not use the disregarded entity's FEIN.
- For all other entities including LLC that is taxed as a corporation or partnership, estates/trusts (with FEINs), enter the entity's FEIN.

Social Security Number (SSN) or Individual Tax Identification Number (ITIN)

___ ___ ___ -___ ___ - ___ ___ ___ ___

OR

Federal Employer Identification Number (FEIN)

___ ___ - ___ ___ ___ ___ ___ ___ ___

Section 4 – Payee Residency Status (See instructions)

☐ **CALIFORNIA RESIDENT** – Qualified to do business in California or maintains a permanent place of business in California.

☐ **CALIFORNIA NONRESIDENT** – Payments to nonresidents for services may be subject to state income tax withholding.

- ☐ No services performed in California
- ☐ Copy of Franchise Tax Board waiver of state withholding is attached.

Section 5 – Certification

I hereby certify under penalty of perjury that the information provided on this document is true and correct. Should my residency status change, I will promptly notify the state agency below.

NAME OF AUTHORIZED PAYEE REPRESENTATIVE	TITLE	E-MAIL ADDRESS

SIGNATURE	DATE	TELEPHONE *(include area code)*

Section 6 – Paying State Agency

Please return completed form to:

STATE AGENCY/DEPARTMENT OFFICE	UNIT/SECTION

MAILING ADDRESS	FAX	TELEPHONE *(include area code)*

CITY	STATE	ZIP CODE	E-MAIL ADDRESS

STATE OF CALIFORNIA – DEPARTMENT OF FINANCE

PAYEE DATA RECORD

(Required when receiving payment from the State of California in lieu of IRS W-9 or W-7)

STD 204 (Rev. 03/2021)

GENERAL INSTRUCTIONS

Type or print the information on the Payee Data Record, STD 204 form. Sign, date, and return to the state agency/department office address shown in Section 6. Prompt return of this fully completed form will prevent delays when processing payments.

Information provided in this form will be used by California state agencies/departments to prepare Information Returns (Form1099).
NOTE: Completion of this form is optional for Government entities, i.e. federal, state, local, and special districts.

A completed Payee Data Record, STD 204 form, is required for all payees (non-governmental entities or individuals) entering into a transaction that may lead to a payment from the state. Each state agency requires a completed, signed, and dated STD 204 on file; therefore, it is possible for you to receive this form from multiple state agencies with which you do business.

Payees who do not wish to complete the STD 204 may elect not to do business with the state. If the payee does not complete the STD 204 and the required payee data is not otherwise provided, payment may be reduced for federal and state backup withholding. Amounts reported on Information Returns (Form 1099) are in accordance with the Internal Revenue Code (IRC) and the California Revenue and Taxation Code (R&TC).

Section 1 – Payee Information

Name – Enter the name that appears on the payee's federal tax return. The name provided shall be the tax liable party and is subject to IRS TIN matching (when applicable).

- Sole Proprietor/Individual/Revocable Trusts – enter the name shown on your federal tax return.
- Single Member Limited Liability Companies (LLCs) that is disregarded as an entity separate from its owner for federal tax purposes - enter the name of the individual or business entity that is tax liable for the business in section 1. Enter the DBA, LLC name, trade, or fictitious name under Business Name.
- Note: for the State of California tax purposes, a Single Member LLC is not disregarded from its owner, even if they may be disregarded at the Federal level.
- Partnerships, Estates/Trusts, or Corporations – enter the entity name as shown on the entity's federal tax return. The name provided in Section 1 must match to the TIN provided in section 3. Enter any DBA, trade, or fictitious business names under Business Name.

Business Name – Enter the business name, DBA name, trade or fictitious name, or disregarded LLC name.
Mailing Address – The mailing address is the address where the payee will receive information returns. Use form STD 205, Payee Data Record Supplement to provide a remittance address if different from the mailing address for information returns, or make subsequent changes to the remittance address.

Section 2 – Entity Type

If the Payee in Section 1 is a(n)…	THEN Select the Box for…
Individual ● Sole Proprietorship ● Grantor (Revocable Living) Trust disregarded for federal tax purposes	Sole Proprietor/Individual
Limited Liability Company (LLC) owned by an individual and is disregarded for federal tax purposes	Single Member LLC-owned by an individual
Partnerships ● Limited Liability Partnerships (LLP) ● and, LLC treated as a Partnership	Partnerships
Estate ● Trust (other than disregarded Grantor Trust)	Estate or Trust
Corporation that is medical in nature (e.g., medical and healthcare services, physician care, nursery care, dentistry, etc. ● LLC that is to be taxed like a Corporation and is medical in nature	Corporation-Medical
Corporation that is legal in nature (e.g., services of attorneys, arbitrators, notary publics involving legal or law related matters, etc.) ● LLC that is to be taxed like a Corporation and is legal in nature	Corporation-Legal
Corporation that qualifies for an Exempt status, including 501(c) 3 and domestic non-profit corporations.	Corporation-Exempt
Corporation that does not meet the qualifications of any of the other corporation types listed above ● LLC that is to be taxed as a Corporation and does not meet any of the other corporation types listed above	Corporation-All Other

Section 3 – Tax Identification Number

The State of California requires that all parties entering into business transactions that may lead to payment(s) from the state provide their Taxpayer Identification Number (TIN). The TIN is required by R&TC sections 18646 and 18661 to facilitate tax compliance enforcement activities and preparation of Form 1099 and other information returns as required by the IRC section 6109(a) and R&TC section 18662 and its regulations.

Section 4 – Payee Residency Status

Are you a California resident or nonresident?

- A corporation will be defined as a "resident" if it has a permanent place of business in California or is qualified through the Secretary of State to do business in California.
- A partnership is considered a resident partnership if it has a permanent place of business in California.
- An estate is a resident if the decedent was a California resident at time of death.
- A trust is a resident if at least one trustee is a California resident.
  - For individuals and sole proprietors, the term "resident" includes every individual who is in California for other than a temporary or transitory purpose and any individual domiciled in California who is absent for a temporary or transitory purpose. Generally, an individual who comes to California for a purpose that will extend over a long or indefinite period will be considered a resident. However, an individual who comes to perform a particular contract of short duration will be considered a nonresident.

For information on Nonresident Withholding, contact the Franchise Tax Board at the numbers listed below:

Withholding Services and Compliance Section: 1-888-792-4900 E-mail address: wscs.gen@ftb.ca.gov
For hearing impaired with TDD, call: 1-800-822-6268 Website: www.ftb.ca.gov

Section 5 – Certification

Provide the name, title, email address, signature, and telephone number of individual completing this form and date completed. In the event that a SSN or ITIN is provided, the individual identified as the tax liable party must certify the form. Note: the signee may differ from the tax liable party in this situation if the signee can provide a power of attorney documented for the individual.

Section 6 – Paying State Agency

This section must be completed by the state agency/department requesting the STD 204.

Privacy Statement

Section 7(b) of the Privacy Act of 1974 (Public Law 93-579) requires that any federal, state, or local governmental agency, which requests an individual to disclose their social security account number, shall inform that individual whether that disclosure is mandatory or voluntary, by which statutory or other authority such number is solicited, and what uses will be made of it. It is mandatory to furnish the information requested. Federal law requires that payment for which the requested information is not provided is subject to federal backup withholding and state law imposes noncompliance penalties of up to $20,000. You have the right to access records containing your personal information, such as your SSN. To exercise that right, please contact the business services unit or the accounts payable unit of the state agency(ies) with which you transact that business.

All questions should be referred to the requesting state agency listed on the bottom front of this form.

STATE OF CALIFORNIA
DEPARTMENT OF CORRECTIONS AND REHABILITATION
Rev. 05/1/2021

SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

Form to be completed by Vendor.

LEGAL NAME OF BUSINESS	
DBA	
FEIN OR SSN NUMBER	
BUSINESS PHYSICAL ADDRESS	
STREET	
CITY	
STATE	ZIP
REMIT TO INFORMATION (WHERE YOU WANT YOUR PAYMENTS SENT. ADDRESS MUST MATCH REMIT TO ADDRESS ON INVOICE.)	
COMPANY NAME	
STREET (P.O. Box)	
CITY	
STATE	ZIP
CONTACT INFORMATION	
SALES CONTACT PERSON	ACCOUNTING CONTACT PERSON
TITLE	TITLE
PHONE	PHONE
FAX	FAX
SALES E-MAIL ADDRESS	
WEB SITE ADDRESS:	

PURCHASING INFORMATION

☐ SERVICE TYPE OF SERVICE PROVIDED: _____

☐ COMMODITY TYPE OF PRODUCT PROVIDED: _____

STATE OF CALIFORNIA
DEPARTMENT OF CORRECTIONS AND REHABILITATION
Rev. 05/1/2021

SUPPLEMENT VENDOR PAYEE DATA RECORD FORM

BUSINESS DESIGNATION (Fill out only if registered with the Dept. of General Services)

☐ SMALL BUSINESS (SB) (Certified by DGS)	CERTIFICATION - #	EXPIRATION DATE
☐ MICRO BUSINESS (MB) (Certified by DGS)	CERTIFICATION - #	EXPIRATION DATE
☐ DVBE BUSINESS	CERTIFICATION - #	EXPIRATION DATE
☐ SMALL BUSINESS PUBLIC WORK	CERTIFICATION - #	EXPIRATION DATE
☐ NP VETERAN SERVICE AGENCY	CERTIFICATION - #	EXPIRATION DATE
☐ NON-PROFIT RECOGNITION	CERTIFICATION - #	EXPIRATION DATE

TAX INFORMATION

WITHHOLDING TAX INFORMATION	TYPE OF RECIPIENT (PLEASE SELECT ONE/ SHOULD MATCH SECTION 2 OF STD 204)
☐ RENTS	☐ CORPORATION (REGULAR)---------- **(SELECT "ALL OTHERS" ON 204)**
☐ ROYALTIES	☐ MEDICAL CORPORATION --------- **(SELECT "MEDICAL" ON 204)**
☐ OTHER INCOME (PRIZED, AWARDS)	☐ LEGAL CORPORATION---------- **(SELECT "LEGAL" ON 204)**
☐ FISHING BOAT PROCEEDS	☐ NON-PROFIT CORP ----- **(SELECT "EXEMPT(N. PROF)" ON 204)**
☐ MEDICAL AND HEALTHCARE PAYMENTS	☐ LLC C-CORPORATION--------- **(SELECT "ALL OTHERS" ON 204)**
☐ NONEMPLOYEE COMPENSATION	☐ LLC S-CORPORATION--------- **(SELECT "ALL OTHERS" ON 204)**
☐ SUBSTITUTE PAYMENTS (DIVIDENDS/INTEREST)	☐ LLC PARTNERSHIP ---------- **(SELECT "PARTNERSHIP" ON 204)**
☐ DIRECT SALES	☐ SINGLE MEMBER LLC ----- **(SELECT "SOLE PROP, INDIV LLC" ON 204)**
☐ CROP INSURANCE PROCEEDS	☐ TAX EXEMPT ORG---------- **(OTHER THAN NON PROFIT CORP.)**
☐ EXCESS GOLDEN PARACHUTE PAYMENTS	☐ INDIVIDUAL/ SOLE PROP-- **(SELECT "SOLE PROP, INDIV LLC" ON 204)**
☐ GROSS PROCEEDS PAID TO AN ATTORNEY	☐ ESTATE---------- **(SELECT "ESTATE" ON 204)**
☐ STATE TAX WITHHELD	☐ QUALIFIED INTERMEDIARY
	☐ ARTIST OR ATHLETE
	☐ GOVERNMENT OR INT. ORGANIZATION
	☐ NOMINEE
	☐ FIDUCIARY
	☐ AUTHORIZES FOREIGN AGENT
	☐ TYPE OF RECIPIENT UNKNOWN
	☐ PRIVATE FOUNDATION

STOP! Only fill out this section if your company has sold their receivables to another company

FACTORING VENDOR (WHEN A VENDOR SELLS RECEIVABLES TO A THIRD PARTY) ATTACH COPY OF THE LETTER FROM VENDOR NOTIFIYING CDCR OF THE ASSIGNMENT

COMPANY NAME & DBA

STREET(P.O. Box)

CITY

STATE

ZIP

CALIFORNIA CIVIL RIGHTS LAWS CERTIFICATION

Pursuant to Public Contract Code section 2010, if a bidder or proposer executes or renews a contract over $100,000 on or after January 1, 2017, the bidder or proposer hereby certifies compliance with the following:

1. CALIFORNIA CIVIL RIGHTS LAWS: For contracts over $100,000 executed or renewed after January 1, 2017, the contractor certifies compliance with the Unruh Civil Rights Act (Section 51 of the Civil Code) and the Fair Employment and Housing Act (Section 12960 of the Government Code); and

2. EMPLOYER DISCRIMINATORY POLICIES: For contracts over $100,000 executed or renewed after January 1, 2017, if a Contractor has an internal policy against a sovereign nation or peoples recognized by the United States government, the Contractor certifies that such policies are not used in violation of the Unruh Civil Rights Act (Section 51 of the Civil Code) or the Fair Employment and Housing Act (Section 12960 of the Government Code).

CERTIFICATION

I, the official named below, certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct. *Proposer/Bidder Firm Name (Printed)*	*Federal ID Number*
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Date Executed	*Executed in the County and State of*

IRAN CONTRACTING ACT VERIFICATION FORM
(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for a State of California contract for goods or services of $1,000,000 or more, a vendor must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; or b) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d). The DGS list of entities prohibited from contracting with public entities in California per the Iranian Contracting Act, 2010, can be found at:
Department of General Services Procurement Division Iran Contracting Act List

To comply with this requirement, please insert your vendor or financial institution name and Federal ID Number (if available) and complete **one** of the options below. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

OPTION #1 - CERTIFICATION

I, the official named below, certify I am duly authorized to execute this certification on behalf of the vendor/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Vendor Name/Financial Institution (Printed)	*Federal ID Number (or n/a)*
By (Authorized Signature)	
Printed Name and Title of Person Signing	
Date Executed	*Executed in*

OPTION #2 – EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or enters into or renews, a contract for goods and services.

If you have obtained an exemption from the certification requirement under the Iran Contracting Act, please fill out the information below, and attach documentation demonstrating the exemption approval.

Vendor Name/Financial Institution (Printed)	*Federal ID Number (or n/a)*
By (Authorized Signature)	
Printed Name and Title of Person Signing	*Date Executed*