CALIFORNIA DEPARTMENT OF JUSTICE
Office of the Attorney General
Division of Administrative Services
Contracts and Purchasing Unit
1300 I Street, Suite 820
Sacramento, California 95814

July 23, 2026

Invitation for Bid Number **26-0084-IFB**

Notice to Prospective Bidders

The California Department of Justice (DOJ) invites prospective bidders to review and respond to the attached Invitation for Bid (IFB) Number **26-0084-IFB** entitled, **"DOJ – Bureau of Forensic Services (BFS) Single & Multi-Channel Pipette Service, Repair, Calibration and Certification"**. When preparing and submitting a bid, compliance with the instructions found herein is imperative. Bidders are encouraged to carefully read the entire solicitation. The need to verify all documentation and responses prior to the submission of bids is the responsibility of the bidder and cannot be overemphasized.

All agreements entered into with the State of California shall include, by reference, General Terms and Conditions (GTC 02/2025) that may be viewed and downloaded at the following site: https://www.dgs.ca.gov/OLS/Resources/Page-Content/Office-of-Legal-Services-Resources-List-Folder/Standard-Contract-Language. If any prospective bidder lacks Internet access, a hard copy of these items can be obtained by contacting Terry Barber at Terry.Barber@doj.ca.gov.

If a discrepancy occurs between the information in the advertisement appearing on the Department of General Services, California State Contracts Register (CSCR) on the Cal eProcure website: www.caleprocure.ca.gov., and the information herein, the information in this notice and in the attached IFB shall take precedence.

It is the bidder's responsibility to monitor the website for any changes or updates. Bidders are advised to register at the website: www.caleprocure.ca.gov to receive notification in reference to any changes or updates to this solicitation, and to receive notification of other bidding opportunities with the State of California.

Disabled Veteran Business Enterprise (DVBE) Participation Requirements

California law requires Disabled Veteran Business Enterprise (DVBE) participation; however, the DVBE participation requirement **has been WAIVED** by the state for this solicitation. Bidders who opt to utilize DVBE participation may be eligible to receive a DVBE Incentive. For more information regarding this incentive, see **section L**, "Preference and Incentive Programs", and attachment 9, entitled "California Disabled Veteran Business Enterprise (DVBE)".

Thank you for your interest in the service needs of the California Department of Justice.

Sincerely,

Terry Barber

Terry Barber, Analyst II

Enclosures

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Sample Agreement Forms/Exhibits

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Exhibit A	Statement of Work
Exhibit B	Budget Detail and Payment Provisions
Exhibit C	General Terms and Conditions. View or download at this Internet site: https://www.dgs.ca.gov/ols/Resources
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A. Purpose and Description of Services

The California Department of Justice (DOJ) is soliciting bids from firms capable of providing Single & Multi-Channel Pipette Service, Repair, Calibration for the DOJ, Bureau of Forensic Services, in full accordance with the specifications of this IFB. Bid responses shall address all services described in Standard Agreement (STD. 213) “Statement of Work,” including the referenced exhibits.

The DOJ intends to award a single agreement to the responsive and responsible bidder offering the lowest bid. This IFB shall be open to all eligible firms meeting all bidder qualification requirements.

B. Time Schedule

Below is the tentative time schedule for this IFB:

Event	Date	Time (if applicable)
IFB Release Date	Thursday, July 23, 2026	
Questions Due Date	Wednesday, July 29, 2026	3:00 PM PST
Bid Due Date	Wednesday, August 05, 2026	3:00 PM PST
Bid Opening Date	Thursday, August 06, 2026	10:00 AM PST
Proposed Start Date of Agreement (or upon approval)	Tuesday, September 01, 2026	
Proposed End Date of Agreement	Friday, August 31, 2029	

C. Bidder Questions

Bidders shall immediately notify the DOJ if clarification is required regarding the services sought or if questions arise concerning the IFB and/or its accompanying materials, instructions, or bidder requirements.

At its sole discretion, the DOJ shall have the right to contact an inquirer to obtain clarification regarding any inquiry received. All IFB questions and inquiries regarding IFB # 26-0084-IFB shall be submitted via email to Terry Barber at Terry.Barber@doj.ca.gov, no later than the date and time specified in Section B, “Time Schedule.” **Questions received after the stated due date and time shall not be considered.**

Note: Only questions directly pertaining to the IFB shall be accepted and addressed. All other questions shall be disregarded and shall not receive acknowledgment or response.

Bidders that fail to report a known or suspected problem with this IFB and/or its accompanying materials, or fail to seek clarification or correction, shall submit a bid at their own risk. Furthermore, if awarded the agreement, the successful bidder shall not be entitled to additional compensation for any work resulting from such problems, including ambiguities, conflicts, discrepancies, omissions, or errors.

Note: Please type “Questions 26-0084-IFB” in subject line of email. Email should include name of firm, telephone number (including area code) and brief description of issue or discrepancy (include page number where issue or discrepancy can be found).

D. Statement of Work

Please refer to the Standard Agreement (STD. 213) “Statement of Work,” including the referenced exhibits.

E. Bidder Qualification Requirements

Bidders shall strictly comply with all bidder qualification requirements. Failure to provide the necessary certifications or submit complete documentation by the bid due date and time specified in Section B, “Time Schedule” will be grounds for the DOJ to deem a bidder non-responsive and subject to immediate rejection. Compliance with all requirements is mandatory, and no exceptions shall be permitted. In submitting a bid, each bidder must certify that it possesses the following qualification requirements.

1. **Pre-Bid Conference and/or Walkthrough:**

   The DOJ **will not** hold a Pre-Bid Conference or Walkthrough for this IFB.

2. **Background Investigations:**

   Before services commence, the DOJ may require the successful bidder and the successful bidder’s employees to submit information for background investigations. The depth of background investigations will depend on the level of access granted to DOJ information, which includes both information DOJ owns, and information provided to DOJ from other agencies, and DOJ facilities. Background investigations may include inquiries into criminal history, employment history, education, finances, DMV records, and insurance coverage. The agreement executed by the DOJ and the successful bidder will include any requirements for background investigations.

3. **Licenses / Permits / Insurance Certificates:**

   a. Bidders shall submit with their bid all applicable certificates of insurance, permits, licenses, and other forms of documentation required to comply with the laws of the State of California.

   b. If any required certificates of insurance, permits, licenses, expire during the agreement term, the bidder shall be responsible for promptly renewing and submitting updated certificates. **Failure to maintain all valid certificates throughout the entire agreement term shall constitute grounds for disqualification or termination of the agreement.**

   c. Bidders shall be individuals or firms licensed to conduct business in California and shall obtain, at its own expense, all licenses and permits required by law to perform any work under the agreement.

   d. Bidders located within California shall be in good standing with the California Secretary of State, if applicable. For more information, please visit: sos.ca.gov.

e. Bidders located outside California shall provide a copy of their Board of Equalization Permit and, if applicable, their Secretary of State registration to demonstrate eligibility to conduct business in California.

4. **Nonprofit Organizations:**

Nonprofit organizations shall certify and maintain eligibility to claim nonprofit status.

5. **Business Integrity and Past Performance:**

Bidders shall possess a proven record of sound business integrity and a history of responsiveness to prior contractual obligations.

F. Submission of Bids

1. Submission Instructions

a. **Limit to Number of Bids**:

Each individual or firm **shall submit only one (1) bid**. For purposes of this paragraph, "firm" includes a parent corporation and any subsidiary of that parent corporation.

Note: Any individual or firm that submits more than one (1) bid shall have all such bids rejected by the DOJ, and none shall be considered for evaluation under any circumstances.

b. **Completion of Required Documents**:

Bidders shall complete and sign (wet signature) all required documents, preferably in blue ink, by an individual with signature authority. Each form that requires a signature shall be signed by an authorized representative. Signature stamps or electronic signatures shall not be acceptable.

Bids that are conditional, materially incomplete or contain material alterations or irregularities of any kind, including obvious erasures, shall be deemed non-responsive and may be rejected by the DOJ.

Note: Bids containing incomplete or unsigned documents shall be rejected by the DOJ and will not be considered for evaluation under any circumstances.

c. **Assembly of Bid Package**:

1) When completing the required attachments, bidders shall strictly adhere to the instructions in Attachment 2 "Certification Checklist," as well as any instructions listed on the attachments.

2) After completing and signing the applicable attachments assemble all forms according to Attachment 2 "Certification Checklist." Unless expressly requested by the DOJ, bidders must not submit supplemental information or additional materials.

3) Bidders shall place the complete bid package in a single envelope, properly labeled, and securely sealed.

4) Label and submit the bid package to the DOJ using one of the following: **Overnight Express** or **U.S. Mail** or **Hand Delivery**.

IFB # 26-0084-IFB **(DO NOT OPEN)** California Department of Justice Division of Administrative Services Contracts and Purchasing Unit Attn: Terry Barber 1300 I Street, Suite 820 Sacramento, CA 95814 Terry.Barber@doj.ca.gov

d. **Submission Notification**:

Bidders must notify Terry Barber at Terry.Barber@doj.ca.gov by email upon submitting their bid package. Please provide package tracking number if not sending by U.S. Mail.

e. **Submission Warning**:

It is the bidder's sole responsibility to ensure timely submission. Regardless of postmark, the DOJ shall not be responsible for, and will not accept any liability for, delays caused by the U.S. Postal Service, courier services, or any circumstances beyond the DOJ's control.

The DOJ shall deem **late bid packages** non-responsive and shall not accept, open, evaluate, or consider any bid received after the bid due date and time stated in Section B, "Time Schedule." Late bids shall be automatically returned unopened.

Bid packages properly received in accordance with the IFB instructions on or before the bid due date and time specified in Section B, "Time Schedule," shall be opened, read, recorded, and evaluated.

f. **Modifications, Withdrawal and Resubmission Procedures**

All bid packages shall be complete at the time of submission. The Bidder may modify a bid after its submission by withdrawing its original bid and resubmitting a new bid prior to the bid due date and time specified in Section B, "Time Schedule," of this IFB. Modifications offered in any other manner, oral or written, will not be considered.

Bidders may withdraw a bid by submitting a written withdrawal request to Terry Barber at Terry.Barber@doj.ca.gov, signed by the Bidder or an authorized agent. A Bidder may thereafter submit a new bid prior to the bid submission deadline. Bids may not be withdrawn without cause after bid submission deadline.

A written and signed withdrawal request is generally required before the DOJ releases or returns a bid package. The DOJ may grant an exception if the bidder notifies the DOJ that a replacement bid package will be submitted immediately following withdrawal.

g. **IFB Corrections in FI$Cal**

1) The DOJ reserves the right to make any of the following up to the bid submission deadline:

    a) Modify any date or deadline appearing in this IFB, including the Time Schedule.

    b) Issue clarification notices, addenda, alternate IFB instructions, forms, etc.

    c) Waive any IFB requirement or instruction for all bidders if the DOJ deems said requirement or instruction unnecessary, erroneous or unreasonable.

    d) Allow bidders to submit questions about any IFB change, correction or addenda. If the DOJ allows such questions, specific instructions will appear in the cover letter accompanying the document.

2) If applicable, the DOJ will email written clarification notices or addenda to all persons/firms receiving this IFB.

    Exceptions may occur when the DOJ decides, just before or on the bid due date, to extend the submission deadline. If this occurs, the DOJ may notify potential bidders of the extension by email. The DOJ will follow up any verbal notice in writing by email.

G. Bid Opening

All sealed bid packages properly received in accordance with the IFB instructions on or before the bid due date and time specified in Section B, "Time Schedule," of this IFB shall be publicly opened and read. **Bids received after the bid due date and time shall be deemed non-responsive and shall not be opened, read, or considered for evaluation under any circumstances.**

Please contact Terry Barber at Terry.Barber@doj.ca.gov no less than 24 hours prior to the Bid Opening date to obtain a meeting ID and Participant Passcode if you choose to view the bid opening. To view, requesters shall have the Microsoft Teams meeting video conferencing application to participate. If unable to view the bid opening via video, a Microsoft Teams meeting call-in phone number shall be provided for audio-only access.

Bidders requiring reasonable accommodations to participate for the public bid opening must notify Terry Barber at Terry.Barber@doj.ca.gov at least five (5) business days before the scheduled bid opening and identify what reasonable accommodations are required for the bidder to participate.

H. Evaluation and Selection

1. Bid Receipt and Opening

a. Bid packages properly received according to the IFB instructions on or before the bid due date and time will be opened, read, and recorded.

b. After the bid opening, the DOJ will evaluate each bid to determine its responsiveness and each bidder's responsibility to the published requirements of this IFB.

2. Responsive and Responsible

A responsive bidder is one who submits a bid that meets all the submission requirements and minimum qualification requirements stated in the IFB.

A responsible bidder is one who is trustworthy, capable, and qualified to satisfactorily perform the proposed work stated in the IFB.

a. Bidders may be deemed not responsible, and their bid may be rejected if they have previously been terminated for cause/breach for the same or similar services at the location designated in this IFB.

3. Grounds for Bid Rejection

a. Bids that contain false or misleading statements, or which provide references that do not support an attribute or condition claimed by the bidder, may be rejected. If, in the opinion of the state, such info was intended to mislead the state in its evaluation of the bid, and the attribute, condition, or capability is a requirement of this IFB, it shall be the basis for rejection of the bid.

b. Bids shall be rejected if they contain any alterations or irregularities. The State does not accept alternate contract language; any such language will be treated as a counterproposal and rejected. The State's GTCs, Special Terms and Conditions, Statement of Work, and any agreement or exhibit language are not negotiable.

c. Bids may be rejected whenever the state determines that the cost is not reasonable or otherwise in the best interest of the state. There is no requirement to award a contract if, in the opinion of the state, no bids were received containing a reasonable contract price or if there is another business-based reason not to make an award.

4. Collecting Information from Bidders

a. If deemed necessary by the DOJ, the DOJ may request a bidder to submit additional documentation following the bid opening and/or evaluation. The DOJ will advise the bidder, in writing by email, the documentation that is required and the timeline for submitting the documentation. **Failure to submit the required documentation by the date and time indicated may cause the DOJ to deem a bid non-responsive.**

b. At its sole discretion, the DOJ reserves the right to collect, by email, the following omitted and/or additional information.

1) Signed copies of any form submitted without a signature.

2) Data or documentation omitted from any submitted IFB attachment/form.
3) Information/material needed to clarify or confirm certifications or claims made by a bidder.

4) Information/material or form(s) needed to correct or remedy an immaterial defect in a bid package.

c. The collection of bidder documentation may cause the DOJ to extend the date for posting the Notice of Intent to Award. If the DOJ changes the posting date, the DOJ will advise the bidders by email of the revised posting date.

5. **Immaterial Bid Defects**

   a. The DOJ may waive any immaterial defect in any bid package and allow the bidder to remedy those defects. The DOJ reserves the right to use its best judgment to determine what constitutes an immaterial deviation or defect.

   b. The DOJ's waiver of an immaterial defect in a bid package shall in no way modify this IFB or excuse a bidder from full compliance with all bid requirements.

   c. The state may reject any or all bids and may waive any immaterial deviation in a bid. The state's waiver of immaterial defect shall in no way modify the IFB document or excuse the bidder from full compliance with all requirements if awarded the contract.

6. **Correction of Clerical or Mathematical Errors**

   a. The DOJ reserves the right correct or require a bidder to remedy any obvious clerical or mathematical errors on a bid form.

   b. If the correction of an error results in an increase or decrease in the total price, the DOJ shall give the bidder the option to accept the corrected price or withdraw their bid.

   c. Bidders may be required to initial corrections to costs and figures on the Bid Form if the correction results in an alteration of the cost(s) offered.

   d. If a mathematical error occurs in a total or extended price and a unit price is present, the DOJ will use the unit price to settle the discrepancy.

7. **Right to Remedy Errors**

   The DOJ reserves the right to remedy errors caused by:

   a. DOJ office equipment malfunctions or negligence by agency staff.

   b. Natural disasters (i.e., floods, fires, earthquakes, etc.).

8. **Settlement of tie bids**

   a. In the event of a precise tie between the lowest responsive bid submitted by a certified small business or microbusiness and the lowest responsive bid submitted by a certified Disabled Veteran Business Enterprise (DVBE) that is also a certified small business or microbusiness, the agreement will be awarded to the DVBE bidder that is also a certified small business or microbusiness under Government Code Section 14838 subdivision (g).

   b. In the event of a precise tie between the lowest responsive bid submitted by a non-small business that was granted small business subcontractor preference and the lowest responsive bid submitted by a certified small business or microbusiness, the agreement will be awarded to the certified small business or microbusiness.

   c. In the event of a precise tie between the lowest responsive bid submitted by a nonprofit veteran service agency (NVSA) that is a certified small business or microbusiness and the lowest responsive bid submitted by a certified DVBE that is also a certified small business or microbusiness, the agreement will be awarded to the certified DVBE that is also a certified small business or microbusiness.

d. In the event of a precise tie between the lowest responsive bid submitted by a non-small business that was granted the DVBE subcontractor incentive, and the lowest responsive bid submitted by a certified small business or microbusiness, the agreement will be awarded to the certified small business or microbusiness.

e. In the absence of a California statute or regulation governing a specific tie, the DOJ will settle all other tie bids in a manner the DOJ determines to be fair and equitable (e.g., coin toss, lot drawing, etc.). In no event will the DOJ settle a tie by dividing the work among the tied bidders.

9. No Agreement Award or IFB Cancellation

a. The issuance of this IFB does not constitute a commitment by the DOJ to award an agreement. The DOJ reserves the right to reject all bids and to cancel this IFB if it is in the best interest of the DOJ to do so.

10. Agreement Amendments After Award

As provided in the Public Contract Code governing contracts (agreements) awarded by competitive bid, the DOJ reserves the right to amend the agreement after the DOJ makes an agreement award.

I. Notice of Intent to Award

The DOJ will post a Notice of Intent to Award letter as soon as possible after the successful completion of the Bid Evaluation. An email will be sent to all bidders notifying them that the letter has been posted. The Notice of Intent to Award letter will be posted in the DOJ lobby located at 1300 I Street, Sacramento, California 95814. If you are unable to view the letter in person, you can request a copy via email from Terry Barber at Terry.Barber@doj.ca.gov.

J. Protests

1. **Who Can Protest**

Any bidder who submits a bid may file a protest if the bidder believes it is a responsible bidder, its bid package is responsive to all IFB requirements, and its bid is the lowest dollar bid.

2. **Grounds For Protests**

Protests are limited to the grounds described in the State Contracting Manual, Volume 1, section 6.02.A.1. The DOJ will not make an award until all protests are withdrawn by the protestant, denied, or resolved to the satisfaction of the DGS.

3. **Protest Timelines**

a. If an eligible bidder wishes to protest the intended agreement award, the bidder must file a “Notice of Intent to Protest” with both the DOJ and DGS within five (5) working days after the DOJ posts the Notice of Intent to Award. The Notice of Intent to Protest may be brief. Any Notice of Intent to Protest filed more than five (5) working days after the DOJ posts the Notice of Intent to Award shall be untimely.

b. Within five (5) calendar days after filing a “Notice of Intent to Protest”, the protestant must file with both the DOJ and DGS a full and complete written protest statement specifying the grounds for the protest.

4. **Submitting a Protest**

A protest may be hand delivered, mailed, or emailed to the appropriate agencies as follows:

Mail or Overnight Express:	**Email:**
Protest to IFB # 26-0084-IFB California Department of Justice Division of Administrative Services Contracts and Purchasing Unit Attn: Terry Barber 1300 I Street, Suite 820 Sacramento, California 95814	**Protest to IFB # 26-0084-IFB** California Department of Justice Division of Administrative Services Contracts and Purchasing Unit Attention: Terry Barber Email: Terry.Barber@doj.ca.gov
Hand Delivery, Mail or Overnight Express:	**Email:**
Protest to DOJ IFB # 26-0084-IFB Department of General Services Office of Legal Services Attention: Bid Protest Coordinator 707 Third Street, 7th Floor, Suite 7-330 West Sacramento, CA 95605	**Protest to DOJ IFB # 26-0084-IFB** Department of General Services Office of Legal Services Attention: Bid Protest Coordinator Email: OLSProtests@dgs.ca.gov

K. Disposition of Bids

1. All materials submitted to the DOJ in response to this IFB are subject to the Public Contract Code section 10342 and the California Public Records Act (Government Code section 7920, et seq.). The DOJ will disregard any language purporting to render all or portions of any bid package confidential.

2. All documents submitted in response to this IFB, and all documents used in the selection process (e.g., all bids, bidder's list, conference sign-in/attendance sheets, review checklists, evaluation sheets, and letters of intent, etc.) will be regarded as public records under the California Public Records Act (Government Code Section 7920 et seq.) and shall be available for public inspection after bid opening under Public Contract Code section 10342.

3. People wishing to inspect or obtain copies of bid materials shall identify the items they wish to inspect and contact the Department of Justice, Public Records Coordinator, during normal business hours.

   The coordinator may be reached by telephone at (916) 210-6183, electronically at https://oag.ca.gov/contact/publicrecords_form, and by U.S. mail at:

   Attorney General's Office
   Public Records Coordinator
   P.O. Box 944255
   Sacramento, CA 94244-2550

L. Preference and Incentive Programs

To confirm the identity of the lowest responsive and responsible bidder, the DOJ will adjust the total bid cost for applicable claimed preference(s) and/or incentive(s). The DOJ will apply preference and/or incentive adjustments to eligible bidders according to State statutes and regulations following verification of eligibility with the DGS, Office of Small Business and DVBE Services (OSDS).

1. **Small/Micro Business Preference (preference not to exceed $50,000)**

   a. A responsive and responsible bidder, certified as a small/micro business in a relevant business category or type, will be granted a preference up to five percent (5%) of the lowest responsive bid. Small business or small/micro business means a responsive and responsible bidder that is certified by the DGS as a small business or microbusiness. The “service” category or business type will most likely apply to this procurement. Nonprofit Veteran Service Agencies (NVSA) are to view the instructions in section K of this IFB, entitled “Preference and Incentive Programs.”

   b. In granting small/micro business preference, no bid price will be reduced by more than five percent (5%). The cost adjustment is for computation for agreement award purposes only and does not alter the actual cost offered by the bidder.

   c. To be certified as a California small/micro business and eligible for a bidding preference the business concerned must meet the State’s eligibility requirements and must have applied for small/micro business status no later than 5:00 p.m. PST on the bid submission due date. However, online applications may be submitted up until 11:59 p.m. PST on the bid submission due date.

   d. Firms desiring small/micro business certification must obtain the Small Business Certification Application (i.e., STD 812 or other form) from the DGS OSDS, complete the application, and submit it to the DGS as instructed in the application. Prospective bidding firms desiring small business certification assistance may contact the DGS by the following means:

      1) (916) 322-5060 (24-hour recording and mail requests), or

      2) (916) 375-4940 (Small business assistance) or (800) 559-5529 (live operator-Central receptionist), or

      3) Internet address: https://www.pd.dgs.ca.gov/PD/Services or

      4) Fax: (916) 375-4950, or

      5) Email: osdshelp@dgs.ca.gov

2. **Non-Small Business Subcontractor Preference (preference not to exceed $50,000)**

   a. Non-small business means a responsive and responsible bidder that is not certified by the DGS as a small business or microbusiness.

   b. If the tentative low bidder is not a certified DVBE or small/micro business, a bid preference up to five percent (5%) is available to a responsive and responsible non-small business claiming twenty-five percent (25%) small business subcontractor participation with one or more small businesses. This preference is authorized pursuant to California Code of Regulations, title 2, section 1896.8 subdivision (a), and Government Code section 14838.

   c. If a bidder claims the non-small business subcontractor preference, the bid response must identify each proposed small business subcontractor, the participation percentage amount committed to each identified subcontractor, and substantial proof to enable verification of each subcontractor’s small business status. The total small business subcontractor participation must equal no less than twenty-five percent (25%) of the total bid price or cost offered.

   d. To be granted preference, each proposed small business subcontractor must possess an active small business or microbusiness certification issued by the DGS, must perform a "commercially useful function" under the agreement, and the basic functions to be performed must be identified at the time of bidding.

e. In granting the non-small business subcontractor preference, no bid price will be reduced by more than five percent (5%). The cost adjustment is for computation for agreement award purposes only and does not alter the actual cost offered by the bidder.'

f. Complete **Attachment 10a (Small Business Subcontractor/Supplier Acknowledgement) and Attachment 11 (Bidder Declaration)** to request the non-small business subcontractor preference.

g. Refer to **section H** of this IFB, entitled "Evaluation and Selection," number 6, to learn how tie bids will be resolved.

3. Disabled Veteran Business Enterprise (DVBE) Incentive

In accordance with Military and Veterans Code section 999 et seq., an incentive will be given to bidders who provide DVBE participation. For evaluation purposes only, the state shall apply an incentive to bids that propose California certified DVBE participation as identified on **Attachment 11 (Bidder Declaration)** and confirmed by the State. The incentive amount for awards based on low price will vary in conjunction with the percentage of DVBE participation.

Bidders must comply with rules, regulations, ordinances, and statutes that apply to the DVBE program as defined in Military and Veterans Code sections 999 and 999.5, subdivision (d).

Note: When used in combination with a preference adjustment, the cumulative adjustment amount cannot exceed 10% or $100,000, whichever is less.

4. Nonprofit Veteran Service Agency (NVSA) Small business Preference (preference not to exceed $50,000)

a. Pursuant to Military and Veteran Code section 999.50 et seq., responsive and responsible nonprofit veteran service agencies (NVSAs) claiming small/micro business preference and verified as such in the relevant category or business type prior to the bid submission due date will be granted a preference up to five percent (5%) of the lowest responsive bid, if the lowest responsive bid is submitted by a bidder not certified as a small business or microbusiness. The "service" category is the business type that will most likely apply to this procurement.

b. In granting small/micro business preference to NVSAs, no bid will be reduced by more than five percent (5%). The preference cost adjustment is for computation for agreement award purposes only and does not alter the actual cost offered by the bidder.

c. To be eligible for the NVSA small/micro business preference, the bidder must:

1) Request preference at the time of bid submission, and

2) Become certified as a small business or microbusiness by the appropriate office of the DGS prior to the bid submission due date.

d. Refer to **section H** of this IFB, entitled "Evaluation and Selection," number 6, to learn how tie bids will be resolved.

5. Target Area Contract Preference Act (TACPA)

The DGS Procurement Division's Preference Programs administers the bid preference programs under the Target Area Contract Preference Act (TACPA). Links for more information and forms can be found at https://www.dgs.ca.gov/PD/Forms.

M. Agreement Terms and Conditions

The winning bidder must enter into a Standard Agreement (STD. 213) with exhibits that require strict adherence to various laws and contracting policies. Exhibit E, not identified herein, may also appear in the resulting agreement.

The DOJ reserves the right to use the latest version of any form or exhibit in the resulting agreement if a newer version is available.

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.