

## Request for Quote (RFQ) Informal Competitive Solicitation (Non-IT Goods)

Revised May 2025

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| <b>DUE DATE:</b><br>Responses must be received no later than <u>12:00 PM PT on 9/9/2025</u>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | <b>REQUIRED DOCUMENTS:</b><br>Please see Page 5 for required documents.                                                                                                                                                                                                                                                                                                  | <b>SOLICITATION #:</b> P26-0293<br><b>DATE:</b> AUG 18, 2026<br><b>REV #</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Supplier Name and Address:</b><br><br><br><br><br><b>Contact Name:</b><br><b>Phone:</b><br><b>Fax:</b><br><b>Email:</b><br><b>LPA#:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | <b>Return Submissions To:</b><br>CDFA.Acquisitions@cdfa.ca.gov<br><b>Cc:</b> Crystal.Dawson@cdfa.ca.gov<br><br><b>Questions due no later than 12:00 PM PT on 8/25/2025.</b><br>Questions and answers will be published 9/1/25 via an addendum (which will be uploaded to the solicitation).<br>Submissions and questions are only accepted in email format for this RFQ. | <b>Are you claiming preference as a <u>CA Certified</u> Small Business?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><b>If Yes, are you a manufacturer?</b><br><input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><b>Are you a Non-Small Business claiming at least 25% small business Sub-contractor Preference?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No<br><br><b>Are you claiming DVBE Participation or Incentive?</b> <input type="checkbox"/> Yes <input type="checkbox"/> No             |
| <b>Name (Print):</b><br>▶ _____<br><b>Title:</b><br>▶ _____<br><b>Signature:</b><br>▶ _____<br><br><b>Date:</b> _____<br><b>Federal Employer Identification Number:</b><br>▶ _____                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | <b>Ship To Location:</b><br>Department of Food & Agriculture<br><b>Multiple Addresses - See Attachment A for Cases per District</b><br><b>Shipping Requirements:</b><br>FOB Destination responses <b>ONLY</b><br><br><b>Delivery Date:</b> _____<br>(# Days ARO)<br><br><b>Payment Terms:</b> Cash Discount for payment within _____ days                                | <b>SECTION 14838 ET SEQ. OF THE CALIFORNIA GOVERNMENT CODE REQUIRES THAT A 5% PREFERENCE BE GIVEN TO BIDDERS WHO QUALIFY AS A SMALL BUSINESS AS A NON-SMALL BUSINESS CLAIMING AT LEAST 25% CALIFORNIA CERTIFIED SMALL BUSINESS PARTICIPATION FOR REQUIREMENTS (SEE TITLE 2, CALIFORNIA CODE OF REGULATIONS SECTION 1896 ET SEQ). THE REQUIREMENTS FOR NONPROFIT VETERAN SERVICE AGENCIES QUALIFYING AS A SMALL BUSINESS ARE CONTAINED IN SECTION 999.50 ET SEQ. OF THE MILITARY AND VETERANS CODE.</b><br><br><b>California Seller's Permit #</b> _____ |
| <b>DISBARRED, SUSPENDED, OR INACTIVE REGISTRATION: Is any portion of this procurement funded in whole or part by federal funds?</b><br>No <input checked="" type="checkbox"/> Yes _____<br>If Yes, Vendor must provide Unique Entity Identification (UEI) number. A UEI number is twelve characters replacing the DUNS. If your entity does not have a UEI and would like to participate in this solicitation, please use the following link to obtain one. <a href="https://sam.gov">SAM.gov</a>   <a href="#">Entity Registrations</a> .<br>Entries that are debarred, suspended, or have an inactive registration may not be awarded this contract.<br><b>UEI Number:</b> _____                                                                                                                                                                                                                                                                                                                                                                           |                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| Bidder offers and agrees if this response is accepted within 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. DELCARATIONS UNDER PENALTY OF PERJURY: By signing above, with 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 has 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 and you have met all requirements, specifications, and certifications of this quote/bid solicitation. |                                                                                                                                                                                                                                                                                                                                                                          |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |



| Supplier Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |     |      |              | Solicitation #: P25-0084                                                                                                                                           | RFQ Continuation, Page 2 |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----|------|--------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------|
| ITEM NO.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | QTY | UNIT | PRODUCT CODE | DESCRIPTION                                                                                                                                                        |                          |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 486 | CS   | 6530         | TATTOO INK-GREEN - 3 OZ (6)                                                                                                                                        |                          |
| 2                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | 106 | CS   | 6500         | TATTOO INK-BLACK - 3 OZ (6)                                                                                                                                        |                          |
| 3                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |      |              | Term PO for FY26/27 - Product to be purchased on an "as needed basis" by CDFA's AHB District Offices. Multiple Addresses – See attachment 1 for Cases per District |                          |
| 4                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |      |              | CDFA Accounts Payable, please add Sales Tax to the invoices                                                                                                        |                          |
| 5                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |      |              |                                                                                                                                                                    |                          |
| 6                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |      |              |                                                                                                                                                                    |                          |
| Items requested are preferred, however substitute of like item that meets the exact same specifications will be accepted upon review and approval from program.                                                                                                                                                                                                                                                                                                                                |     |      |              |                                                                                                                                                                    |                          |
| Bid Requirements:                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |     |      |              |                                                                                                                                                                    |                          |
| 1. <b>Quote:</b> Bidders must include a detailed price quote on company letterhead with bid package.                                                                                                                                                                                                                                                                                                                                                                                           |     |      |              |                                                                                                                                                                    |                          |
| 2. <b>Freight:</b> Bid must include freight, shipping and handling charges in unit pricing                                                                                                                                                                                                                                                                                                                                                                                                     |     |      |              |                                                                                                                                                                    |                          |
| 3. <b>Delivery:</b> Final delivery, inspection and acceptance shall be at the location described herein.                                                                                                                                                                                                                                                                                                                                                                                       |     |      |              |                                                                                                                                                                    |                          |
| 4. <b>Quotation Award:</b> For the purposes of this solicitation, contract award will be made on the basis of “All or None”.                                                                                                                                                                                                                                                                                                                                                                   |     |      |              |                                                                                                                                                                    |                          |
| 5. <b>Cash Discounts:</b> Cash discounts will not be considered when evaluating bid responses for award purposes. However, cash discounts may be offered and taken by departments processing invoices within the timeframe specified.                                                                                                                                                                                                                                                          |     |      |              |                                                                                                                                                                    |                          |
| 6. <b>Shipment:</b> For the purposes of this solicitation, <u>only</u> bid responses quoting F.O.B Destination will be accepted.                                                                                                                                                                                                                                                                                                                                                               |     |      |              |                                                                                                                                                                    |                          |
| 7. <b>Bidder's Instructions and General Provisions:</b> These documents are incorporated by reference and located at the link provided.                                                                                                                                                                                                                                                                                                                                                        |     |      |              |                                                                                                                                                                    |                          |
| 8. Bidder's Instructions (DGS PD 451) Updated 11/9/2011:<br><a href="https://www.documents.dgs.ca.gov/dgs/FMC/GS/PD/DGSPD%20451.pdf">https://www.documents.dgs.ca.gov/dgs/FMC/GS/PD/DGSPD%20451.pdf</a>                                                                                                                                                                                                                                                                                        |     |      |              |                                                                                                                                                                    |                          |
| 9. <b>General Provisions (GSPD-401-NITGP) of twenty (20) pages, dated 02/20/2025**</b><br><a href="https://www.dgs.ca.gov/-/media/Divisions/PD/Acquisitions/Solicitation-Documents/NonIT-General-ProvisionsGoods-DGS-PD-401NITGP-Revised-02202025.pdf">https://www.dgs.ca.gov/-/media/Divisions/PD/Acquisitions/Solicitation-Documents/NonIT-General-ProvisionsGoods-DGS-PD-401NITGP-Revised-02202025.pdf</a>                                                                                  |     |      |              |                                                                                                                                                                    |                          |
| 10. <b>Quotation Attachments:</b> Bid responses that reference a supplier's own terms and conditions, or provisions will be considered non-responsive and will be rejected                                                                                                                                                                                                                                                                                                                     |     |      |              |                                                                                                                                                                    |                          |
| 11. <b>Option to Amend:</b> CDFA reserves the right to amend purchase document if deemed necessary.                                                                                                                                                                                                                                                                                                                                                                                            |     |      |              |                                                                                                                                                                    |                          |
| 12. <b>*Important Note:</b> Only responses submitted on State provided “Request for Quotation” forms will be considered.                                                                                                                                                                                                                                                                                                                                                                       |     |      |              |                                                                                                                                                                    |                          |
| Responsible Bidder: CDFA may require bidder(s) to submit evidence of their qualifications at such times and under conditions, as it 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 particular items requested by the pertinent solicitation. If a bidder has been determined to be non-responsible, the bid shall be rejected. |     |      |              |                                                                                                                                                                    |                          |
| New Equipment: All equipment to be provided in response to a State of California solicitation shall be new and the latest model in current production. USED, SHOPWORN, DEMONSTRATOR, PROTOTYPE OR DISCONTINUED MODELS ARE NOT ACCEPTABLE.                                                                                                                                                                                                                                                      |     |      |              |                                                                                                                                                                    |                          |
| Recycled Content Products: State agencies are required to report purchases in many product categories. In order to comply with those requirements, contractors are required to complete and return the attached Recycled Content Certification form with your bid response. Failure to complete and return the form may disqualify your bid from consideration.                                                                                                                                |     |      |              |                                                                                                                                                                    |                          |
| Required Payment Date: Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code Section 927 et. seq. Unless expressly exempted by statute, the Act requires state agencies to pay properly submitted undisputed invoices not more than 45 days after (i) the date of acceptance of Goods or performance of services; or (ii) receipt of an undisputed invoice, whichever is later.                                                         |     |      |              |                                                                                                                                                                    |                          |

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| Supplier Name                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Solicitation #: P25-0084 | RFQ Continuation, Page 3 |
| <b>Payee Data Record:</b> The successful bidder will be required to submit a Payee Data Record, STD. Form 204 listing their Taxpayer Identification Number.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      |                          |                          |
| <b>Darfur Contracting Act Certification:</b> Public Contract Code Sections 10475 -10481 applies to any company that currently or within the previous three years has had business activities or other operations outside of the United States. For such a company to bid on or submit a proposal for a State of California contract, the company must certify that it is either a) not a scrutinized company; or b) a scrutinized company that has been granted permission by the Department of General Services to submit a proposal. If your company has not, within the previous three years, had any business activities or other operations outside of the United States, you do not need to complete this form.                                                                                                                                                                                                                                                                                                                            |                          |                          |
| <b>Executive Order N-6-22 – Russia Sanctions:</b> 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. The EO directs state agencies to terminate contracts with, and to refrain from entering any new contracts with, individuals or entities that are determined to be a target of Economic Sanctions. Accordingly, should the State determine Contractor is a target of Economic Sanctions or is conducting prohibited transactions with sanctioned individuals or entities, that shall be grounds for termination of this agreement. The State shall provide Contractor advance written notice of such termination, allowing Contractor at least 30 calendar days to provide a written response. Termination shall be at the sole discretion of the State. |                          |                          |
| <b>State Options:</b> The State may reject any or all bids and may waive any immaterial deviation or defect in a bid. The State's waiver of any immaterial deviation or defect shall in no way modify the solicitation documents or excuse the bidder from full compliance with the solicitation specifications if awarded the contract.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |                          |                          |
| <b>Intent to Award:</b> For non-IT goods formal solicitations (those exceeding \$100,000.00) departments are required, upon receiving a written request from a bidder or when the lowest bid is rejected, to notify the bidder of the proposed award 24 hours prior to award of the contract.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                          |                          |
| <b>Protest of Proposed Award:</b> A protest of proposed award is a challenge conducted under PCC 10306 by a participating bidder against the proposed contract award of a non-IT goods contract or purchase order. Prior to award, any bidder who has submitted a bid may file a protest with the department against the awarding of the purchase order on the grounds that he or she is the lowest responsible bidder meeting specifications. When a purchase order is not to be awarded to the lowest bidder, the bidder must be notified 24 hours prior to awarding the purchase order.                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                          |                          |
| <b>Breaking Tie Bids:</b> Buyers will settle tie bids through a coin toss, performed by the buyer with at least one witness. The witness will assign the tied bidders either heads or tails, while the buyer flips the coin. The date of the coin toss, the vendor assignments, the witness and the result will be documented in the procurement file. In the event of a precise tie between a SB/MB, and a DVBE who is also a SB/MB, the award shall go to the DVBE that is also a SB/MB.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                          |                          |
| <b>Small Business Regulations:</b> The Small Business regulations, located in the California Code of Regulations (Title 2, Division 2, Chapter 3, Subchapter 8, Section 1896 et. seq.), concerning the application and calculation of the small business preference, small business certification, responsibilities of small business, department certification, and appeals are revised, effective 09/09/04. The new regulations can be viewed at <a href="https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Notice-of-Rulemaking-Regulations-for-SB-DVBE">https://www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/Notice-of-Rulemaking-Regulations-for-SB-DVBE</a> . Access the regulations by Clicking on “Small Business Regulations” in the right sidebar. For those without Internet access, a copy of the regulations can be obtained by calling the Office of Small Business and DVBE Services at (916) 375-4940.                                          |                          |                          |
| <b>Non-Small Business Subcontractor Preference:</b> A 5% bid preference is now available to a non-small business claiming 25% California certified small business subcontractor participation. If applicable, claim the preference in the box on the right hand side of the first page of this solicitation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |                          |                          |
| <b>Small Business Nonprofit Veteran Service Agencies (SB/NVSA):</b> 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, claim the preference in the box on the right-hand side of the first page of this solicitation.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |                          |
| <b>Attachment with bid required if claiming the Small Business Preference:</b> All bidders must complete and include the Bidder Declaration form GSPD-05-105. If claiming the non-small business subcontractor preference, the form must list all of the California certified small businesses with which you commit to subcontract in an amount of at least twenty-five percent (25%) of the net bid price. All certified small businesses must perform a “commercially useful function” in the performance of the contract as defined in Government Code Section 14837(d)(4).                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                          |                          |
| <b>Small Business Certification:</b> Bidders claiming the small business preference must be certified by California as a small business or must commit to subcontract at least 25% of the net bid price with one or more California certified small businesses. Completed certification applications and required support documents must be submitted to the Office of Small Business and DVBE Services (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.<br><br>Small business nonprofit veteran service agencies (SB/NVSA) claiming the small business preference must possess certification by California prior to the day and time bids are due. Questions regarding certification should be directed to the OSDS at (916) 375-4940.                                                                                                                                                                                                                                    |                          |                          |
| <b>Bidder Declaration Form:</b> 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. 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.<br>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.                                                                                                                                                                                                                                                                                                                                           |                          |                          |

**Commercially Useful Function (CUF) Statement:** CUF statute (Government Code 14837 and Military and Veterans Code 999) requires all certified Small Businesses (SB), Microbusinesses (MB) and/or Disabled Veteran Business Enterprises (DVBE) to perform a commercially useful function (CUF) in any contract with the State.

A business performing a CUF is one that does all five (5) of the following functions: The Contractor shall perform a commercially useful function relevant to this solicitation and provide services or goods that contribute to the fulfillment of the contract requirements. To be considered the contractor/subcontractor must meet the following criteria:

1. Is responsible for the execution of a distinct element of the work of the contract.
2. Carries out the obligation by actually performing, managing, or supervising the work involved.
3. Performs work that is normal for its business services and functions.
4. Is not further subcontracting a portion of the work that is greater than that expected to be subcontracted by normal industry practices.
5. Is responsible, with respect to products, inventories, materials, and supplies required for the contract, for negotiating price, determining quality and quantity, ordering, installing, if applicable, and making payment.

A contractor, subcontractor, or supplier will not be considered to perform a commercially useful function if the contractor's, subcontractor's, or supplier's role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed through solely to be qualified to submit a proposal or awarded the contract.

**Preference Programs and Participation Requirements:** Information, requirements and forms for the preference programs listed below can be found at the Internet web sites listed.

1. Certified Small Businesses and Microbusinesses Certification Benefits – Certified Small Businesses or Microbusinesses can claim the five percent (5%) preference when submitting a bid on a state contract. You must provide a copy of the official Certification letter along with your bid.

For information on small business and microbusiness certification benefits refer to the following DGS Website – <https://www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Office-of-Small-Business-and-Disabled-Veteran-Business-Enterprise/Certification-Program>

2. DVBE Bid Incentive – The DVBE Program Requirements have been waived for this solicitation, however the following DVBE Incentive Scale will apply when evaluating bids:

| Confirmed DVBE Participation | Incentive Amount |
|------------------------------|------------------|
| 5% or Over                   | 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%               |

If for this agreement contractor made a commitment to achieve Disabled Veteran Business Enterprise (DVBE) participation, then contractor must within 60 days of receiving final payment under this agreement (or within such other time period as may be specified elsewhere in this agreement) certify in a report to the awarding department: (1) the total amount the prime contractor received under the contract; (2) the name and address of the DVBE(s) that participated in the performance of the contract; (3) the amount each DVBE received from the prime contractor; (4) that all payments under the contract have been made to the DVBE(s); and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Military & Veterans Code (M&VC) § 999.5(d)).

Contractor understands and agrees that should award of this contract be based in part on their commitment to use the Disabled Veteran Business Enterprise (DVBE) subcontractor(s) identified in their bid or offer, per Military and Veterans Code 999.5(e), a DVBE subcontractor may only be replaced by another DVBE subcontractor and must be approved by the Department of General Services (DGS). 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.

**Required Documents**

The following documentation is considered part of this solicitation and must be returned with your bid response.  
Failure to return the required documentation may result in bid rejection.

1. Attachment A, GSPD-05-105 Bidder Declaration
2. Attachment B, Recycling Content Certification
3. Attachment C, Darfur Contracting Act
4. Attachment D, Generative Artificial Intelligence (GenAI) Disclosure (Information only)
5. If claiming "Small Business or Disabled Veteran Business Enterprise Certification" please attach certification
6. California Sellers Permit/Certificate of Registration (if applicable)
7. Payee Data Record (if not on file with CDFA). Form can be found at <https://www.courts.ca.gov/documents/JCC-2019-01-CD-Attachment-6-Payee-Data-Record-Form.pdf>.
8. Special Provisions/Warranty Agreement (if applicable)
9. Detailed Quote on Company Letterhead

State of California—Department of General Services, Procurement Division  
 GSPD-05-105 (EST 08/09)

**BIDDER DECLARATION**  
 Solicitation #: P25-0084

1. Prime bidder information (**Review attached Bidder Declaration Instructions prior to completion of this form**):
  - a. Identify current California certification(s) (**MB, SB, 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 CA 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 | CA Cert (MB, SB, DVBE or None) | Work performed or goods provided for this contract | Corresponding % of bid price? | Good standing (Y/N) | 51% of rental (Y/N) |
|---------------------------------------------------------------|-------------------------------|--------------------------------|----------------------------------------------------|-------------------------------|---------------------|---------------------|
|                                                               |                               |                                |                                                    |                               |                     |                     |
|                                                               |                               |                                |                                                    |                               |                     |                     |

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

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

|               |                          |                          |
|---------------|--------------------------|--------------------------|
| Supplier Name | Solicitation #: P25-0084 | RFQ Continuation, Page 7 |
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State of California—Department of General Services, Procurement Division

**Attachment A, Cont.**

GSPD-05-105 (REV 08/09) Instructions

**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 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.

**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](http://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: Department of Food & Agriculture |                                       |
| Purchasing Agent: Crystal Dawson               | PO #:                                 |
| Phone: 916.415.3246                            | E-mail:<br>crystal.dawson@cdfa.ca.gov |

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 #<br>RFQ #<br>RFP #<br>IFB #<br>Cal Card Order # | Item # | Product or Services Description | <sup>1</sup> Percent Postconsumer Recycled-Content Material | <sup>2</sup> 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:

- “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.
- “Product category” refers to one of the categories listed below, into which the reportable purchase is best placed.
- 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.
- For reused or refurbished products, there is no minimum content requirement. (PCC 12209(l))

California Department of Resources Recycling and Recovery (CalRecycle) State Agency Buy Recycled Campaign (SABRC) - [SABRC@CalRecycle.ca.gov](mailto:SABRC@CalRecycle.ca.gov)

| Code* | Product Categories           | Product Subcategories        | Product Examples in each SABRC Category (PCC 12207)<br>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 Serveware               | 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/](http://www.CalRecycle.ca.gov/BuyRecycled/StateAgency/)

### **DARFUR CONTRACTING ACT CERTIFICATION**

Public Contract Code Sections 10475 -10481 applies to any company that currently or within the previous three years has had business activities or other operations outside of the United States. For such a company to bid on or submit a proposal for a State of California contract, the company must certify that it is either a) not a scrutinized company; or b) a scrutinized company that has been granted permission by the Department of General Services to submit a proposal.

If your company has not, within the previous three years, had any business activities or other operations outside of the United States, you do **not** need to complete this form.

☐ **Not Applicable**

#### **OPTION #1 - CERTIFICATION**

If your company, within the previous three years, has had business activities or other operations outside of the United States, in order to be eligible to submit a bid or proposal, please insert your company name and Federal ID Number and complete the certification below.

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that a) the prospective proposer/bidder named below is **not** a scrutinized company per Public Contract Code 10476; and b) I am duly authorized to legally bind the prospective proposer/bidder named below. This certification is made under the laws of the State of California.

|                                                 |                                            |
|-------------------------------------------------|--------------------------------------------|
| <i>Company/Vendor Name (Printed)</i>            | <i>Federal ID Number</i>                   |
| <i>By (Authorized Signature)</i>                |                                            |
| <i>Printed Name and Title of Person Signing</i> |                                            |
| <i>Date Executed</i>                            | <i>Executed in the County and State of</i> |

#### **OPTION #2 – WRITTEN PERMISSION FROM DGS**

Pursuant to Public Contract Code section 10477(b), the Director of the Department of General Services may permit a scrutinized company, on a case-by-case basis, to bid on or submit a proposal for a contract with a state agency for goods or services, if it is in the best interests of the state. If you are a scrutinized company that has obtained written permission from the DGS to submit a bid or proposal, complete the information below.

We are a scrutinized company as defined in Public Contract Code section 10476, but we have received written permission from the Department of General Services to submit a bid or proposal pursuant to Public Contract Code section 10477(b). A copy of the written permission from DGS is included with our bid or proposal.

|                                                    |                          |
|----------------------------------------------------|--------------------------|
| <i>Company/Vendor Name (Printed)</i>               | <i>Federal ID Number</i> |
| <i>Initials of Submitter</i>                       |                          |
| <i>Printed Name and Title of Person Initialing</i> |                          |

|               |                          |                           |
|---------------|--------------------------|---------------------------|
| Supplier Name | Solicitation #: P25-0084 | RFQ Continuation, Page 11 |
|---------------|--------------------------|---------------------------|

**Attachment D**

**GENERATIVE ARTIFICIAL INTELLIGENCE (GenAI) Disclosure**

The State of California seeks to realize the potential benefits of GenAI, through the development and deployment of GenAI tools, while balancing the risks of these new 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 Definitions for GenAI.

Failure to report GenAI to the State may result in disqualification. The State reserves the right to seek any and all relief to which 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.