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| **OK Logo 162px-No border** | | Solicitation Cover Page  For Minor Projects under Statutory Amount |
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| Oklahoma State Bureau of Investigation - Procurement and Facilities - Support Services | | |
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**Date of SOLICITATION** made as of the **2nd** day of **May** in the year 20**24**.

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| **Solicitation Information:** | | | |  | **Using Agency Information:** | | | |
|  | Solicitation Number: | | **3089056591** |  |  | Using Agency Name: | | **Oklahoma State Bureau of Investigation** |
|  | Project | Name: | **HVAC Maintenance and Services for OSBI HQ and Long** |  |  | Point of Contact: | | **Keith Swenson** |
|  |  | Address: | **6600 N. Harvey Place** |  |  | Mailing | Address: | **6600 N. Harvey Place** |
|  |  | City ZIP: | **Oklahoma City, 73116** |  |  |  | City, ST Zip: | **Oklahoma City, OK. 73116** |
|  |  | |  |  |  | Delivery | Address: | **See SOW** |
|  |  | |  |  |  |  | City, ST Zip: |  |
|  |  | |  |  |  | Phone: | | **(405) 879-2650** |
|  | Bids Due: | **Thursday, May 23, 2024 at** **2:00 PM.** | |  |  | Email: | **keith.swenson@osbi.ok.gov** | |
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The **Oklahoma State Bureau of Investigation** is inviting written bids for all Project Management, Superintendence, labor, machinery, equipment, tools, materials, supplies and appurtenances described by this solicitation.

Bids will be accepted up to 96 hours prior to the Date and Time specified above. Late Bids will not be accepted.

Method of Responding to this Solicitation: Bids will be accepted by mail, email or hand delivered to the Using Agency Contact specified above.

The requirements of the proposed contract for construction are described within this Solicitation, and the Solicitation will become a part of any resultant Contract. Bidder will perform work in compliance with all applicable codes, standards, ordinances and laws. The issuance of this Solicitation does not guarantee that the State of Oklahoma will enter into an agreement, and the State reserves the right to reject any and all bids.

In preparing a bid, please review the attached documents and comply with instructions given:

• Bid Form: Submit your Bid using the form provided;

• Agreement Between Owner and Contractor: This is the contract that will be used but is provided for reference to terms only (do not complete);

• Contractor’s Invoice: After contract award, this document must be submitted for Payment, no letterhead invoices are accepted; and

• Scope of Work (SOW): Description and Requirements of the proposed construction contract.

A **Mandatory Pre-bid** conference and walk-through will be held **May 9, 2024 at 9:00 am**.

If the Bidder has any questions about this Solicitation, please contact the Using Agency Contact listed above.

This Solicitation and any resulting Contract for Construction is in accordance with 61 O.S. §101- 138, and specifically 61 O.S. §103(B) regarding projects under the statutory amount mandated therein. Any resultant contract will be awarded by the State of Oklahoma, Office of Management and Enterprise Services, Division of Capital Assets Management, Department of Real Estate Services, Construction and Properties (Owner Agent for State).