

M. Change or Withdrawal of Bids:

1. **Change or Withdrawal Prior to Bid Opening:** Should any bidder desire to change or withdraw his bid he shall do so prior to the date and hour of the opening.
2. **Withdrawal After Bid Opening-But Prior to Bid Award:** No bid may be withdrawn after the scheduled closing time for receipt of bids for sixty (60) calendar days, except as provided in Section 2214 of L.R.S. Title 38, which states the bidder shall give notice in writing of his claim of right to withdraw his bid within forty-eight hours after the conclusion of the bid opening procedure.

N. Rejection of Bids:

The Board reserves the right to reject any and all bids for just cause. In accordance with L.R.S. 38:2212(1)(1)(b) those stated in the advertisement for bids, and those requirements in the bid packet shall not be considered informalities and shall not be waived by any public entity.

O. Award & Acceptance:

1. **Bid Tabulation:** Copy of bid tabulation may be received upon written request and by submitting a stamped, self-addressed envelope.
2. If awarded, the LPSS will award the contract to the lowest responsive and responsible bidder. The LPSS reserves the right to award the contract in the aggregate or to make a split award to more than one bidder, whichever is in the best interest of the public.
3. **Notice of Acceptance:** A written award in the form of a purchase order, contract, written notice of award of any combination of these three to the successful bidder shall be deemed to result in a binding contract for the purchase of materials or supplies without further action by either party as provided for in L.R.S. 38:2216.B. If the bid and resulting award regards the construction of doing of any public works, a written contract must be entered into according to L.R.S. 38:2216.A(1).

P. Delivery Provisions:

1. Shipment is not to begin until receipt of the purchase order or other notification by the Purchasing Agent to proceed. All deliveries of products shall be made within 45 days ARO designated, freight prepaid. At the time delivery is made an authorized agent must sign a dray receipt.
2. **Responsibility of Materials Shipped:** Successful bidder shall be responsible for the materials or supplies until they are delivered to the location(s) specified in the bid specifications. If materials or supplies are rejected they must be removed by and at the expense of the bidder promptly after notification of rejection.
3. **Inspections:** Inspection and acceptance of goods will be made after delivery.
4. **Time of Delivery:** Deliveries will be accepted between 8:30 A.M. and 3:30 P.M.
5. **Packing Slips or Delivery Tickets:** **ALL SHIPMENTS OR DELIVERIES** shall be accompanied by Packing Slips or Delivery Tickets, and contain the following information:
 - a. Purchase Order number,
 - b. Name of the article and stock number (Supplier's),