

## **SECTION 6: REPRESENTATIONS AND INSTRUCTIONS**

### **RFP TERMS AND CONDITIONS**

Compliance with GHS terms and conditions of the Architectural Services Agreement are required for any Proposer selected to provide goods, equipment, or services by the awarding of any RFP.

### **Acceptance of Proposer's Proposals**

GHS reserves the right to accept or reject any Proposal, change these specifications or waive any formalities. Should it be necessary to modify an application to fulfill the needs of GHS, GHS will retain exclusive rights of ownership and use of all design documents, programs, and documentation developed. The Proposals, as submitted, will be the basis for contract negotiations and will be included in any contract between GHS and the selected Proposer. Representations made within the Proposals will be binding on responding Proposer. Proposer's responses should be written in a concise and forthright manner. Proposers may be excluded from further consideration for failure to fully comply with the specifications of this RFP, including the failure to return ALL required documents, as well as, not using the forms and files as included. GHS will not be responsible for any costs associated with Proposals as submitted.

### **Regulatory and Ethical Compliance:**

No Proposal shall be accepted from, and no contract will be awarded to, any person, firm or corporation that, within the past five years, has been found in non-compliance with Georgia statutes or the standards and rules set by the Ethics Commission of the State of Georgia. (<http://ethics.ga.gov/>).

Prior to any contract award, GHS will verify that the prospective Proposer's company, officers and/or principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from transactions by any Federal department or agency. This will be verified through the Office of Inspector General (OIG). If the Proposer and/or its principles appear on the OIG list, GHS reserves the right to reject the Proposer's Proposal and refuse award of a contract.

### **Notice of Award:**

The notice of award is issued by Stacy Parker. Unsuccessful Proposers shall be notified in writing, after award has been made.