



Statement of Work for Polarizing Grid

Document: ARO-340570-A-SOW

Version A

Status: *DRAFT*

Prepared by:	
Names(s) and Signature(s)	Date
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1 General Description of Work:

To supply a freestanding millimeter wave polarizer per the attached specification and applicable documents.

2 Contract Performance:

2.1 Proposal Materials:

All proposal materials shall clearly exhibit the bid number in a prominent location on the proposal package and shall be delivered on or before the closing time and date. The proposal shall be valid for 60 calendar days following the due date.

2.2 Price

The fixed cost for the freestanding millimeter wave polarizer shall be expressed in US dollars.

2.3 Quantity:

A quantity of one polarizer is desired. If due to economies of production, multiple unit pricing is significantly less than the single unit price, please quote quantity, price, and delivery schedule. Any non-recurring design, tooling, and/or set-up charges are to be separately quoted. A wire grid type of polarizer may employ a metal frame obtained from a previous polarizer, otherwise, new construction is required.

2.4 Completion Date:

The required delivery date is 8 weeks after receipt of order (ARO). A delivery schedule shall be provided as part of the proposal. The delivery schedule will influence proposal selections.

2.5 Alternate Date:

Exceptions to the requested delivery schedule shall be clearly noted in the proposal. If an alternate delivery schedule is proposed, a price for the requested delivery schedule should be provided.

2.6 Warranty Terms and Conditions

A product warranty shall be provided and include in the price. The warranty period shall commence upon final acceptance of the product. At a minimum, a warranty for a wire grid type of polarizer shall address the integrity of the wire attachment (glue) and shall extend for at least one year. Specific terms and conditions shall be included with the quotation.

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2.7 Late Delivery:

If The University of Arizona has not received the product within 5 working days following the negotiated delivery date, the University may cancel the contract without penalty. The contractor will be contacted and a written notice will confirm the cancellation.

3 Shipping

The contractor shall be responsible for all delivery costs and aspects of product shipment. These include but are not limited to, all usual and customary freight and insurance charges, custom and license fees if any, and importation fees if any. The University of Arizona shall accept delivery of the product at:

The University of Arizona
Steward Observatory
Arizona Radio Observatory
Campus Building #65
933 North Cherry Avenue
Tucson, Arizona 85721-0065

4 Contract Compliance

4.1 Responses, Inquiries and Correspondences:

All responses, inquires and correspondence regarding this solicitation must reference the bid number, SO031105.

4.2 Modifications and Changes:

No modifications or substitutions to the statement of work or requirements and specifications are permitted unless authorized by a written addendum.

4.3 Performance Compliance:

Compliance with the performance requirements of this contract is specified in Section 4 of the "Requirements for Polarizing Grid" (ARO-340570-A-REQ) document.

5 Contact Information:

5.1 Inquiries and Correspondence:

All inquires and correspondence regarding this solicitation must be in writing and addressed to the undersigned individuals. Inquiries will be accepted by mail, FAX or electronic

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transmission. Quires and their responses will be provided in writing and a timely manner to all recipients of this solicitation. Following the distribution of this solicitation, any direct communication by a potential contractor with ARO representatives may result in rejection of their proposal.

5.2 Administrative:

Ms Karen Kenagy
The University of Arizona
Steward Observatory
527 National Champion Drive
Tucson, Arizona 87521

(520)621-8337 – Phone
(520)621-1578 - FAX

5.3 Technical:

Robert Freund
The University of Arizona
Arizona Radio Observatory
Campus Building #65
933 North Cherry Avenue
Tucson, Arizona 87521-0065

(520)626-7714 – Phone
(520)621-5554 – FAX

6 Disclaimer:

At its sole discretion, The University of Arizona and Steward Observatory may reject any or all proposals if it is in the best interest of the Observatory or University to do so. The University of Arizona and Steward Observatory does not warrant that any order will be issued in response to this solicitation. The University of Arizona and Steward Observatory will have no liability for expenses incurred in connection with the preparation of this proposal.

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