

Southeastern Louisiana University

Purchasing Department

Authorized Dealer Certification

To:	_____	_____
	Vendor Name	Vendor Fax Number
From:	_____	_____
	Department Name	Department Contact Name
	_____	_____
	Dept Phone Number	Dept Fax Number

Specified Equipment [OEM / Equipment Types / Brands / Series / Models / Serial #'s]:

1. Louisiana procurement law permits the non-competitive purchase of equipment repairs and/or associated repair parts directly from an Original Equipment Manufacturer (OEM) or any OEM-Authorized Dealer. A Louisiana authorized dealer to be used if available.

(LA R.S. 39:1556 (47); Executive Order No. JBE 2020-21.5.A.1 & 2)

2. To ensure University compliance for such purchases, the signature of a duly authorized agent of your company will be required to certify the current status of OEM or Authorized Dealer to perform repairs/maintenance and/or to sell OEM-parts for the equipment specified above. By signature, your company fully acknowledges and agrees to the Terms and Conditions stated herein.

I hereby certify that my Company is a duly OEM-Authorized Dealer for the above listed equipment:

- to perform repairs **only on** the specifically reference equipment listed above.
- to perform repairs **on any and all** of this Manufacturer's equipment types, brands, models, series, etc. (unless specifically excluded by my attachment hereto).
- to sell/distribute OEM-repair parts **only for** the specifically referenced equipment listed above.
- to sell/distribute OEM-repair parts **for any and all** of this Manufacturer's equipment types, brands, models, series, etc. (unless specifically excluded by my attachmetn hereto).

Company Name: _____ Signature: _____
Printed Name: _____ Date: _____
Printed Title: _____ Phone: _____
Email Address: _____ Fax No.: _____

3. Provide/attach logo letterhead, current advertisement or other supporting information that visibly supports that you are an OEM or Authorized Dealer. Otherwise you must also provide/attach supporting documentation from the Manufacturer affirming your current authorized status.

OEM/Authorized Dealer Terms and Conditions:

- \$ The University may reproduce, accept and use this executed 'Authorized Dealer Certification' form as supporting file documentation in future, relative procurements, unless a single use and application is expressly designated by the Authorized Dealer's Signatory. However, the University reserves the right to request an 'Authorized Dealer Certification' form for any and all related purchases.
- \$ The University, at its sole discretion and occasion, reserves the right to solicit competitive bids from multiple OEM-Authorized Dealers.