



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.
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.

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.
[] 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.
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.

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.
\$ The University, at its sole discretion and occasion, reserves the right to solicit competitive bids from multiple OEM-Authorized Dealers.