NOC

NORTHERN
Oklahoma College
TONKAWA | ENID | STILLWATER

BID PACKAGE

Precision Agriculture Drone Package

Schedule of Events

Bids Release	March 30, 2026
Bids Due	April 13, 2026 2:00 PM
Notice of Award	April 23, 2026

1220 East Grand Avenue
Tonkawa, OK 74653

Designated Contact
Kyle Parmley
Precision Agriculture Specialist
(580) 336-8257
Kyle.Parmley@noc.edu

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Purpose

Northern Oklahoma College is requesting bids for a Precision Agriculture Drone Package to facilitate the NASNTI Grant established Precision Agriculture courses.

The project location is at 1220 E. Grand Tonkawa, OK 74653

General Information

Bid Policy Notice

Per State of Oklahoma Statutes and Northern Oklahoma College Purchasing Policies, any purchase over $25,000 requires competitive bids.

Project Deadlines

Bid Due Date

All bid forms must be notarized and received by the Office of Financial Affairs no later than 2:00 p.m. on **4/13/2026**. Bids received by mail or digitally after the deadline will not be accepted. Electronic submissions can be sent via email to harley.morton@noc.edu .

Project Contacts

Questions or concerns regarding this Request for Proposal shall be directed to Kyle Parmley, Precision Agriculture Specialist, at (580) 336-8257 or Kyle.Parmley@noc.edu.

Electronic submissions can be sent via email to the purchasing department at harley.morton@noc.edu.

Apart from the contact required for any on-going business at Northern Oklahoma College (NOC), vendors are specifically prohibited from contacting any individual at, or associated with, NOC regarding this project. Vendor communication shall be limited to the college's Purchasing Department and the contact person listed above. A vendor's failure to adhere to this prohibition may, at NOC's sole discretion, disqualify the vendor's proposal.

Acceptance Policy Notice

Northern Oklahoma College reserves the right to reject any or all bids, to waive irregularities in the bid or to select other than the lowest bid, as may be in the best interest of the college.

Project Packet Revisions

In the event that it becomes necessary to revise any part of this packet prior to the assigned return date, the revision will be provided by the Purchasing Department, or designee, to all respondents involved in the request for proposal. Changes in the specifications will be provided to all respondents, electronically, via an addendum made through the Purchasing Department email. NOC will be the sole determinant of whether any revisions/addendum should be issued as a

result of any questions or other matters, and may extend the proposal deadline, if in NOC's judgment such information significantly amends this solicitation, or makes compliance with the original proposed due date impractical.

Project Requirements

Equipment Requirements

The vendor must supply an EA-J70 Drone Package that includes One Drone, One Remote, Three Batteries, and One Charging/Cooling Station.

Drone must include Federal Aviation Administration Package.

Additional Requirements

Proof of Warranty

Vendor is required to provide documentation of warranty certification and guidelines.

Invitation, Affidavits, & Bond Requirements

Completed Bid Form, Non-Collusion Affidavit and Business Relationship Affidavit must accompany the proposal of each bidder.

Notarization of Documents

Do not sign the following documents except in the presence of a notary public. The attached Invitation to Bid, Non-Collusion Affidavit, and Business Relationship Affidavit must be notarized by a licensed Notary Public prior to submission.

Submission of Documents

Documents must either be submitted digitally to harley.morton@noc.edu or through mail:

Address to: Northern Oklahoma College
Office of Financial Affairs
Bid Enclosed
1220 E. Grand Ave.
Tonkawa, OK 74631

Submissions must include signed a notarized Invitation Form, Bond Forms, Affidavits, and itemized cost summaries.

Cost Summary

Northern Oklahoma College is a tax-exempt entity and can provide a letter of exemption for tax exemption for the purchase of materials for the project.

The vendor is required to provide a project cost summary. The bid must include the complete purchase price for the described project including the warranty for the proposed services or objects.

Submission Checklist

The following items are required for vendor proposals to be valid and placed into consideration.

- ☐ Invitation to Bid – Filled in and Notarized
- ☐ Non-Collusion Affidavit – Filled in and Notarized
- ☐ Business Relationships Affidavit – Filled in and Notarized
- ☐ Proof of Warranty (if Applicable)

MAIL SEALED BID TO:

INVITATION TO BID

FINANCE OFFICE
NORTHERN OKLAHOMA COLLEGE
PO BOX 310
TONKAWA, OK 74653-0310

PHONE 580.628.6233
FAX 580.628.6396

DATE BID TYPED	BID ON REQ. NO.	AGENCY REQ. NO.	TERMS	VENDORS DELIVERY DATE

NO RFP RECEIVED AFTER	OBJECT CODE

FOR USE OF OFFICE OF PUBLIC AFFAIRS	
DIRECTOR	
DEPUTY DIRECTOR	
ENGINEER	
ASSISTANT DIRECTOR	
BUYER	
OTHER	

PLEASE MARK ENVELOPE "RFP ENCLOSED"

BIDDER'S F.E.I. NO. **(FEIN OR SSN MUST BE ENTERED)**

NAME OF FIRM, COMPANY

STREET ADDRESS

CITY STATE ZIP

PHONE

PHYSICAL ADDRESS:
1220 E GRAND AVE
TONKAWA, OK 74653-4022

BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW

ITEM NO	QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
			PRICES SHOULD INCLUDE FREIGHT **TOTAL**		$

IMPORTANT THIS BID INVALID IF NOT SIGNED AND NOTARIZED

AFFIDAVIT:
STATE OF _____ COUNTY OF _____ _____ OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH SAYS THAT:

(1) (S)HE IS THE DULY AUTHORIZED AGENT OF _____, THE BIDDER AND/OR CONTRACTOR SUBMITTING THE COMPETITIVE BID AND/OR PROCURING THE CONTRACT WHICH IS ATTACHED TO THIS STATEMENT, FOR THE PURPOSE OF CERTIFYING THE FACTS PERTAINING TO THE EXISTENCE OF COLLUSION AMONG BIDDERS AND BETWEEN BIDDERS AND STATE OFFICIALS OR EMPLOYEES, AS WELL AS, FACTS PERTAINING TO THE GIVING OR OFFERING OF THINGS OF VALUE TO GOVERNMENT PERSONNEL IN RETURN FOR SPECIAL CONSIDERATION IN THE LETTING OF ANY CONTRACT PURSUANT TO THE BID TO WHICH THIS STATEMENT IS ATTACHED;(2)(S)HE IS FULLY AWARE OF THE FACTS AND CIRCUMSTANCES SURROUNDING THE MAKING OF THE BID AND/OR THE PROCUREMENT OF THE CONTRACT TO WHICH THIS STATEMENT IS ATTACHED AND HAS BEEN PERSONALLY AND DIRECTLY INVOLVED IN TH E PROCEEDINGS LEADING TO THE SUBMISSION OF SUCH BIDS; AND (3)NEITHER THE BIDDER/CONTRACTOR NOR ANYONE SUBJECT TO THE BIDDER/CONTRACTOR'S DIRECTION OR CONTROL HAS BEEN A PARTY (A) TO ANY COLLUSION AMONG BIDDERS IN RESTRAINT OF FREEDOM OF COMPETITION BY AGREEMENT TO BID AT A FIXED PRICE OR TO REFRAIN FROM BIDDING, (B) TO ANY COLLUSION WITH ANY STATE OFFICIAL OR EMPLOYEE AS TO QUANTITY, QUALITY OR PRICE IN THE PROSPECTIVE CONTRACT, OR AS TO ANY OTHER TERMS OF SUCH PROSPECTIVE CONTRACT, NOR (C) IN ANY DISCUSSION BETWEEN BIDDERS AND ANY STATE OFFICIAL CONCERNING EXCHANGE OF MONEY OR OTHER THING OF VALUE FOR SPECIAL CONSIDERATION IN THE LETTING OF A CONTRACT, (D) TO PAYING, GIVING OR DONATING OR AGREEING TO PAY, GIVE OR DONATE TO ANY OFFICER OR EMPLOYEE OF THE STATE OF OKLAHOMA, ANY MONEY OR OTHER THING OF VALUE, EITHER DIRECTLY OR INDIRECTLY, IN PROCURING THE CONTRACT TO WHICH THIS STATEMENT IS ATTACHED.

FIRM

ADDRESS PHONE

CITY STATE ZIP

NAME/TITLE

SUBSCRIBED & SWORN BEFORE ME THIS _____ DAY OF _____, 20_____

NOTARY PUBLIC (OR CLERK OR JUDGE)

MY COMMISSION EXPIRES _____

NONCOLLUSION OF BIDS AFFIDAVIT

STATE OF Oklahoma)
) SS
COUNTY OF Kay)

PURSUANT TO H.B. 469, 2nd Session of the 34th Legislature, this statement if hereby submitted:

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Northern Oklahoma College official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidder and any Northern Oklahoma College official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

_____
(Signature of Company Official)

Subscribed and Sworn to before me this _____ day of _____, 20_____

_____
Notary Public (or Clerk of Judge)

My Commission Expires: _____

BUSINESS RELATIONSHIPS AFFIDAVIT

STATE OF Oklahoma)
) SS
COUNTY OF Kay)

_____, of lawful age, being first duly sworn, on oath says that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the nature of any partnership, joint venture, or other business relationship presently in effect or which existed within one (1) year prior to the date of this statement with the architect, engineer, or other party to the project is as follows:

Affiant further states that any such business relationship presently in effect or which existed within one (1) year prior to the date of this statement between any officer or director of the bidding company and any officer or director of the architectural or engineering firm or other party to the project is as follows:

Affiant further states that the names of all persons having any such business relationships and the positions they hold with their respective companies or firms are as follows:

(If none of the business relationships hereinabove mentioned exist, affiant should so state.)

_____
(Signature of Company Official)

Subscribed and Sworn to before me this _____ day of _____,20 _____

_____
Notary Public

My Commission Expires: _____