



**STATE OF FLORIDA  
DEPARTMENT OF MANAGEMENT SERVICES  
BID SYNOPSIS**

\_\_\_\_\_  
**NAME OF BIDDER A**

\_\_\_\_\_  
**LEASE NUMBER**

\_\_\_\_\_  
**NAME OF BIDDER B**

\_\_\_\_\_  
**BID OPENING DATE**

\_\_\_\_\_  
**NAME OF BIDDER C**

\_\_\_\_\_  
**DISCOUNT RATE**

\_\_\_\_\_  
**NAME OF BIDDER D**

\_\_\_\_\_  
**CITY**

ITEM IN SPECIFICATIONS	BIDDER A	BIDDER B	BIDDER C	BIDDER D
NET SQUARE FOOTAGE				
TYPE OF SPACE				
LOCATION				
DATE AVAILABLE				
BASIC LEASE TERM				
OPTION PERIOD				
SERVICES				
PARKING				
PUBLIC TRANSPORTATION				
DINING FACILITIES				
PHOTO AND FLOOR PLAN				
LOAD FACTOR				
HANDICAPPED FACILITIES				
FIRE SAFETY STANDARDS				
NATIONAL ELECTRICAL CODE				
AGREES TO DMS LEASE				
AGREES TO DISCLOSURE				



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VALID FOR 30 DAYS				
EEO EMPLOYER				
LIFE CYCLE COST ANALYSIS				
FLOOR PLAN				
ELECTRICAL				
TELEPHONE				
LIGHTING				
AIR CONDITIONED				
RESTROOMS				
ELEC. DRINKING FOUNTAINS				
INTERIOR WALLS				
FLOOR COVERINGS				
SECURITY REQUIREMENTS				
WINDOW COVERINGS				
INTERIOR IDENTIFICATIONS				
ENERGY PERFORMANCE				
MISC. REQUIREMENTS				

**ATTACHMENTS**

MAP				
PHOTOGRAPH				
FLOOR PLAN				
SQ. FT. CALCULATIONS				
SITE LAYOUT				
LIFE CYCLE ANALYSIS				
AGENT AUTHORIZATION				



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CORPORATION AUTHORIZATION				
BIDDER CONTROL OF PROPERTY				
EXISTING TENANT KNOWLEDGE				
PUBLIC ENTITY CRIME STAT.				
PROOF OF ZONING				
ALL PAGES INITIALED				
BID SIGNED AND WITNESSED				

**MOVING COST**

COMPUTERS				
TELEPHONES				
FURNITURE - EQUIPMENT				

**LOCATION**

PROXIMITY				
TRANSPORTATION				
AESTHETICS				
SECURITY				

**FACILITY**

DESIGN				
EXPANSION				
SINGLE BUILDING				
CONNECTIONS				
LIFE CYCLE ANALYSIS				

**PROPOSED RATE (BASIC)**

SUM PRESENT VALUE ALL YEARS				
PRESENT VALUE PER/SQ.FT. YEAR ALL YEARS				



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**PROPOSED RATE (OPTION)**

SUM PRESENT VALUE ALL YEARS				
PRESENT VALUE PER SQ. FT./YEAR ALL YEARS				

**BASIC TERM**

FIRST YEAR				
SECOND YEAR				
THIRD YEAR				
FOURTH YEAR				
FIFTH YEAR				
SIXTH YEAR				
SEVENTH YEAR				
EIGHTH YEAR				
NINTH YEAR				
TENTH YEAR				

**OPTION PERIOD**

FIRST YEAR				
SECOND YEAR				
THIRD YEAR				
FOURTH YEAR				
FIFTH YEAR				
SIXTH YEAR				
SEVENTH YEAR				
EIGHTH YEAR				
NINTH YEAR				
TENTH YEAR				

**SYNOPSIS CERTIFIED ACCURATE BY** SIGNATURE(x) \_\_\_\_\_  
 POSITION: \_\_\_\_\_  
 DATE: \_\_\_\_\_