

2016 UNUM – HO1 3rd Floor Fit up (North Wing)
ELECTRONIC FILES REQUEST FORM AND WAIVER

NOTE: Electronic files of select documents are being provided to assist bidders who are registered plan holders of complete sets of construction documents only. Requests by others or Plan Rooms will not be filled. The files are for the exclusive use of the requesting bidders only and are not to be copied or transmitted in any form. Printing of documents from the electronic files is specifically prohibited.

REQUEST:

1. Please list the exact drawings that you wish to receive in electronic format. (You must list the specific drawings that you wish to receive, NOT descriptions like “all the electrical drawings”. Limit of 30 drawings)

2. Documents are available in Adobe Acrobat “.PDF” format only. (This form is for requesting documents other than Civil ONLY.) Documents will be burned onto a CD and can be mailed to requester or picked up at PDT Architects.

3. Please list the your, company name, and address as it appears on the list of registered plan holders:

4. **Payment:** Please enclose a check payable to PDT Architects in the amount of \$60.00 and enclose it with this form. Requests for documents will not be processed with out completed form and the payment. This is a non-refundable payment for producing and handling the electronic files.

WAIVER:

Receipt and/or use of these files in whole or in part constitutes Recipient’s agreement to the following:

- a) This information is for use on the above referenced project only. Reuse of the data without forwarding a print copy to, and without authorization and/or adaptation by PDT Architects, will be at the sole risk of the user and without liability or legal exposure to PDT Architects, its dependent consultants and professional associates. PDT Architects does not represent that the data is suitable for reuse on the specific project or any other projects. Furthermore, the user shall indemnify and hold harmless PDT Architects, its independent consultants and professional

associates from any and all claims, damages, losses and expenses, and including attorney's fees, through appeal, arising out of or resulting there from.

- b) Copies that can be relied upon for data transferred between the Architect and the receiving party is limited to printed copies only (also known as hard copies). Files delivered in electronic format are only for the convenience of the receiving party. Any conclusion or information derived from such files shall be at the user's sole risk.
- c) Because data stored in electronic media format can deteriorate or be modified inadvertently or otherwise without authorization of the data's creator, the party receiving electronic data agrees that it will perform acceptance tests upon receipt, after which the receiving party shall be deemed to have accepted the data. Any errors detected upon receipt shall be corrected by the delivering party. PDT Architects makes no representations to the Recipient or others as to the long-term usability or readability of electronic media or of documents resulting from the use of software application packages, operating systems, or computer hardware differing from those used by the creating party.
- d) Please note that these files are being provided for, and are intended as, an aid in the preparation of bid proposals only. Please be advised that you should exercise due caution in thoroughly reviewing these files against the printed Construction Documents, because these files do not reflect changes made by Addendum. There may also be either a loss of data or error in translating between CAD platforms and programs. In case of discrepancy, the original printed Construction Documents, as modified by Addendum or other clarification, shall always prevail.
- e) If you notice any discrepancies, or have any problems with the files, please notify PDT Architects promptly, so that we may help resolve them.

Accepted by:

Authorized Signature Printed Name

Company Date