

**CITY OF WOONSOCKET
EDUCATION DEPARTMENT**

INVITATION TO BID

Bid #17-14 ELECTRICAL SIGNAGE

Sealed bids for furnishing the Woonsocket Education Department with proposals for an Electrical Sign at Harris Elementary School, 60 High School Street, Woonsocket, RI, will be received in the Business Office at the McFee Administration Building, 108 High Street, Woonsocket, RI 02895, until Thursday, September 22, 2016 at 11:00 AM at which time they will be opened publicly.

The School Committee reserves the right to accept or reject without prejudice, any or all proposals, or to waive any irregularities therein, or to accept the bid deemed to be in the best interest of the City of Woonsocket.

Bids are to be placed in sealed envelopes and clearly marked: **"BID #17-14 ELECTRICAL SIGNAGE"** and addressed to the BUSINESS OFFICE.

No bid will be accepted after the date and time specified.

WOONSOCKET SCHOOL COMMITTEE

Soren Seale

Chairman

SCOPE OF SERVICE/WORK

Bid #17-14 Electrical Signage

1. Electrical Sign – 1 white
 - a. One (1) sided
 - b. 14.75 x 63

2. DiBond 3mm - 1
 - a. DiBond 3mm with cut or printed vinyl applied
 - b. White
 - c. 48 x 96

3. Installation

4. 5-Year on-site labor warranty

5. Hinged Vandal Cover

TERMS & CONDITIONS

BID FORM

Bid #17-14 Electrical Signage

I have read and agree to the terms and conditions contained within this specification.

TERMS

COMPANY NAME

DELIVERY

SIGNATURE

TOTAL BID AMOUNT:

DATE

CONTACT PERSON

E-MAIL ADDRESS

ADDRESS

CITY, STATE, ZIP CODE

PHONE NUMBER

FAX NUMBER _____

TERMS AND CONDITIONS

#17-14 Electrical Signage

- A. Bids will not be considered if prices are not firm and irrevocable
- B. The prices quoted and conditions stated on this bid will be firm and final. Any correspondence or notations accompanying this bid, changing any prices or items, may subject the bid to being rejected at the sole discretion of the School Committee.
- C. Bid items and prices quoted as alternates must be accompanied by a detailed description of such items and how it meets or exceeds the specifications of the product requested. Where a brand name or model number may be specified, it is to be used as a benchmark or standard. Equivalents will be considered. Bids must be submitted on forms supplied by the School committee.
- D. The Bidder will guaranteed that delivery will be made no later than sixty (60) days after purchase order is issued unless otherwise specified.
- E. Following the opening of bids, the bid cannot be withdrawn within sixty (60) calendar days from the acceptance thereof.
- F. All costs of delivery must be included in the bid quotation. The School Committee reserves the right to increase or decrease the quantities ordered, at the unit prices quoted upon the evaluation of all bid proposals.
- G. When applicable, the bidders' attention is directed to the fact that all applicable state laws, municipal ordinances, rules and regulations and lawful orders of all public authorities having jurisdiction for the safety of persons or property or to protect them from damage, injury or loss – including wages of the crafts doing the work – shall prevail; and they will be deemed to the included in the contract, the same as though herein written out in full.
- H. Term discounts will be taken into consideration when awarding contracts. The award of any and all bids is subject to available funding.
- I. The School Committee reserves the right to accept or reject, without prejudice, any or all proposals or to waive any irregularities therein, or to accept the bid deemed to be in the best interest of the City of Woonsocket.

- J. In awarding the contract, the School Committee will consider all aspects including, but not limited to quality, availability of product, references and cost.
- K. It is the vendor's responsibility to see his proposal is delivered within the time and at the place prescribed. Proposals received prior to the time of opening will be securely kept unopened. No responsibility will attach to any officer or person at the Woonsocket Education Department for the premature opening of a proposal not properly addressed and identified as a bid.
- L. Any proposal received after the time and date specified shall not be considered by messenger or by mail, even if it is determined by the Woonsocket Education Department that such non-arrival before the time set for opening was due solely to delay in the mails for which the vendor is not responsible.
- M. Telephonic, telegraphic or oral proposals, amendments or withdrawals will not be accepted.
- N. Proposal may be withdrawn in person or by written request at any time prior to the time specified for the opening. Negligence on the part of the vendor in preparing the proposal confers no right of withdrawal or modification of his proposal after such proposal has been opened.
- O. The Woonsocket Education Department is exempt from payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30 Paragraph I as amended. The Woonsocket Education Department is exempt from payment of Federal Excise Taxes. The prices bid must be exclusive of taxes and will be so construed. Exemption certificates will be completed as required by the successful bidder.
- P. All questions regarding bid specifications shall be directed in writing five (5) days prior to the opening of bids, submitted to the Business Office.
- Q. The Woonsocket Education Department reserves the right to award a contract by item or in total.