

# CITY OF MOBILE

## BID SHEET

This is Not an Order  
.....

**Mailing Address:**  
P. O. Box 1948  
Mobile, Alabama 36633  
(251) 208-7434

**Purchasing Department  
and Package Delivery:**  
Government Plaza  
4th Floor, Room S-408  
205 Government St  
Mobile, Alabama 36644

**READ TERMS AND CONDITIONS  
ON REVERSE SIDE OF THIS PAGE  
BEFORE BIDDING**

Typed by: nm Buyer: 003

**Please quote the lowest price at which you will furnish the articles listed below**

DATE	BID NO.	DEPARTMENT	Commodities to be delivered F.O.B. Mobile to:
08/07/2017	5072	Mechanical Services	1050 Baltimore St., Mobile, AL 36603

**This bid must be received and stamped by the Purchasing office not later than: 10:30 AM, Wednesday, August 16, 2017**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p><b>EQUIPMENT</b> <b>(Heating and Air Conditioning)</b></p> <p>The City of Mobile is requesting bids on <b>Heating and Air Conditioning Equipment</b> for the Taylor Park Recreation Center Gym per the following Specifications.</p> <p>This bid is for a 40 Ton Split System. The bid should be <b>equivalent</b> to the Trane model numbers provided for reference.</p> <p><b>Product Data – 40 Ton Air-Cooled Condensing Unit (Commercial)</b> <b>Trane Model #RAUJC40EB</b> <b>Item: A1 Qty: 1 Tag: CU – 1</b> Condenser Air-Cooled R410A Development Sequence 40 Ton Unit 200 Volt 60 Hertz 3 Phase No controls Low ambient damper(s) control cULus approval Unit disconnect switch (nonfused) Suction service valve Pressure Gauges and Piping (Fld) Unit isolators (Fld) Year 2-5 Parts Warranty Whole Unit 1<sup>st</sup> Year Parts, Labor, and Refrigerant Warranty</p> <p><b>Make/Model _____ Price \$ _____</b></p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS BID  
IN ENCLOSED ENVELOPE**

State delivery time within \_\_\_\_\_ days of receipt of P.O.

Firm Name \_\_\_\_\_

Typed Signature \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

1. All quotations must be signed with the firm name and by an authorized officer or employee
2. Verify your bid before submission as it cannot be withdrawn or corrected after being opened. In case of error in extension of prices, the unit price will govern.
3. If you do not bid, return this sheet and state reason. Otherwise, your name may be removed from our mailing list.
4. The right is reserved to reject any, or all quotations, or any portions thereof, and to waive technicalities if deemed to be in the interest of the City of Mobile.
5. This bid shall not be reassignable except by written approval of the Purchasing Agent of the City of Mobile.
6. State brand and model number of each item. All items bid must be new and latest model unless otherwise specified.
7. If bid results are desired, enclose a self-addressed and stamped envelope with your bid. (All or None bids only)
8. Do not include Federal Excise Tax as exemption certificate will be issued in lieu of same. The City is exempt from the Alabama and City sales taxes.
9. PRICES ARE TO BE FIRM AND F.O.B. DESTINATION UNLESS OTHERWISE REQUESTED.
10. BID WILL BE AWARDED ON ALL OR NONE BASIS UNLESS OTHERWISE STATED
11. Bids received after specified time will be returned un-opened.
12. Failure to observe stated instructions and conditions will constitute grounds for rejection of your bid.
13. Furnish literature, specifications, drawings, photographs, etc., as applicable with the items bid.
14. Vendor May be required to obtain City of Mobile Business License as applicable to City of Mobile Municipal Code Section 34-50. For Business License inquiry contact the Revenue Department at (251) 208-7461 or [cityofmobile.org/taxes.php](http://cityofmobile.org/taxes.php).
15. If a bid bond is required in the published specifications, see below  
Each Bid Shall be Accompanied By A **Cashier's Check, Certified Check, Bank Draft Or Bid Bond** For the Sum Of Five (5) Percent Of The Amount Bid, Made Payable To The City Of Mobile And Certified By A Reputable Banking Institution.  
All Checks Shall Be Returned Promptly, Except The Check Of The Successful Bidder, Which Shall Be Returned After Fulfilling The Bid.
16. Contracts in excess of \$50,000 require that the successful bidder make every possible effort to have at least fifteen (15) percent of the total value of the contract performed by socially and economically disadvantaged individuals.
17. All bids/bid envelopes must have the bid number noted on the front. Bids that arrive unmarked and are opened in error shall be returned to vendor as an unacceptable bid.
18. If successful vendor's principal place of business is out-of-state vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Alabama Secretary of State prior to issuance of a Purchase Order. Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required. See [www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx](http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx). Please note that the time between application for and issuance of a Certificate of Authority may be several weeks.
19. Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State to submit a bid, but will need to obtain the Business License and Certificate of Authority, if applicable prior to issuance of a Purchase Order.

**BID CONTINUATION SHEET**

Page \_\_\_\_\_ of \_\_\_\_\_

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 2 of 4					
	<p><b>Product Data – Performance Climate Changer (UCCA)</b>  <b>Trane Model #UCCAD21A0B0FYB430000FFAF00</b>  <b>Item: B1 Qty: 1 Tag: UCCA-21 – 1</b>                      Performance Climate Changer (UCCA)                      Vertical housed fan with top front discharge                      Unit Size 21 Square Feet of Coil                      208/60/3                      Indoor unit                      Stainless Steel Drain Pan, LH Coil/LH Motor &amp; Drive Location                      6 row DX coil                      1 row reheat hydronic coil                      Aluminum fins, stainless steel coil casing, 3/8” coils                      Terminal strip for controls plus starter or disconnect                      Intertwined circuit with 4 stage DX, 3/16” distributor                      7- ½ horsepower (5.595 kW) motor per fan (supply)                      FC fan with variable sheave                      Housed fan                      2” angle filter section                      2” MERV 8                      Low limit sw, condensate overflow sw, dirty filter sw and fan status sw                      Discharge and mixed air sensors                      Outside air temperature sensor, factory-provided, ships loose for field install (Fld)                      Hot water control valve 3W, modulating (Fld)                      Standard – door on motor side                      Year – 2-5 Parts warranty whole unit                      1<sup>st</sup> year Labor warranty whole unit</p> <p><b>Make/Model _____ Price \$ _____</b></p> <p align="center"><b>Total Bid Price: _____</b></p> <p><b>Not Included in bid price: Thermostats or controls; roof curbs, filters, piping or refrigerant specialties, installation or rigging and anything not listed.</b></p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS QUOTATION IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

**BID CONTINUATION SHEET**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 3 of 4</p> <p><b>If you have any questions or to view the facility: Contact Jimmy Arthur at 251-208-1576 or cell 251-455-4697, or Greg Blaize at 251-208-1572 or cell 251-490-5537.</b></p> <p><b>If bidding an equal unit other than as specified, provide literature and specifications with your bid.</b></p> <p>Vendor/shipper must call the City no less than 24 hours prior to attempting delivery. If vendor/shipper fails to call 24 hours prior, the City of Mobile is not responsible for redelivery fee, waiting charges, etc.</p> <p>City of Mobile will unload.</p> <p><b>This Bid will be awarded on an All or None Basis.</b></p> <p>Delivery is required within 90 days ARO (after receipt of order).</p> <p><b>Be sure to write the individual price for the item on the attached form. Please be sure to sign page one (1) of the bid sheet.</b></p> <p><b>The City is responsible for any duct work changes required.</b></p> <p><b>Prices are to be held firm for a period of three (3) months.</b></p> <p><b>At the option of the Successful Bidder and the City of Mobile, the prices may be extended for up to eleven (11) additional three (3) month periods.</b></p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at <a href="http://immigration.alabama.gov/">http://immigration.alabama.gov/</a></p> <p>If the successful vendor's principal place of business is out-of-state, vendor may be required to have a Certificate of Authority to do business in the State of Alabama from the Secretary of State prior to issuance of a Purchase Order.</p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS QUOTATION IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.

**BID CONTINUATION SHEET**

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 4 of 4</p> <p>Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required.                      See: <a href="http://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx">www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx</a>.                      Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p> <p>Upon notification, vendor will have 10 business days to provide the Certificate of Authority and the E-Verify numbers to the Purchasing Department before award can be completed.                      (Vendors will possibly need to pay the expedite fee to meet this requirement because application is not sufficient. We must have a copy of the certificate with your Company ID number).</p> <p>Vendors do not need a City of Mobile Business License or Certificate of Authority from the Alabama Secretary of State, nor the E-Verify for certification to submit a bid, but will need to obtain the Business License and Certificate of Authority verification and/or provide the E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p><b>If you have not received a Purchase Order from the City of Mobile Within the past 6 months, please include your W9 and the completed Vendor Form with your bid. These forms are included with your bid package. The contact information should be for your Sales Department. Please include: telephone number, fax number and a valid e-mail address.</b></p> <p><b>FOR TECHNICAL INFORMATION CONTACT:</b>  <b>JIMMY ARTHUR AT 251-208-1576 or 251-455-4697 (cell) or</b>  <b>GREG BLAISE AT 251-208-1572 or 251-490-5537 (cell)</b></p> <p><b>Buyer: Anne Foley 251-208-5850.</b>  <b><u><a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a></u></b></p>					
			<b>TOTAL</b>			

**RETURN ONE SIGNED COPY OF THIS QUOTATION  
IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

Firm Name \_\_\_\_\_

By \_\_\_\_\_

We will allow a discount \_\_\_\_\_ % 20 days from date of receipt of goods and correct invoice of completed order.



## PURCHASING DEPARTMENT

**Potential bidders are responsible to check this site for any ADDENDUMS that are issued. It is the responsibility of the BIDDER to check for, download, and include with their BID RESPONSE any and all ADDENDUMS that are issued for a specific BID published by the City of Mobile. Failure to download and include ADDENDUMS in your BID RESPONSE may cause your bid to be rejected.**

**This is a sealed bid. Any responses faxed or e-mailed will be rejected.**

**This is a sealed bid. Any response must be submitted in a sealed envelope with the bid number and bid opening date on the outside of the envelope.**

**Any response that arrives improperly marked or with no bid number and opening date on the outside of the delivery or express package and opened in error will be rejected and not considered.**

**It is the responsibility of the bidder to insure that their bid response is delivered to and received in the Purchasing Department before the date and time of the bid opening.**

**Be sure to read the Terms and Conditions. All bids are F.O.B. Destination unless otherwise stated.**

**Be sure to sign your bid!**

**Package/Bid Delivery Address:  
Purchasing Department  
205 Government St. Room S408  
Mobile, AL 36644**

**(Request First Delivery)**