

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: 007

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:
07/17/2017	5182	Various	As Specified

This bid must be received and stamped by the Purchasing office not later than: 10:30 A.M. Thursday, August 2, 2018

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p>EQUIPMENT – MEDICAL SHEETS & BLANKETS</p> <p>The City of Mobile requests bids for the following medical supplies. Prices are to be held firm for one (1) year from date of award.</p> <p>At the option of the successful vendor and the City of Mobile, this bid may be extended for two (2) additional one (1) year period.</p> <p>Quote units as specified on attached RFQ.</p> <p>The City reserves the right to reject an item from contract if that item fails to perform as needed, or does not meet the best needs of the City of Mobile.</p> <p>All quantities purchased will be based on an as needed basis by City Departments.</p> <p>All items/orders to be delivered to departments.</p> <p>All prices quoted are to be delivered prices F.O.B. Mobile. Prices must be stated on RFQ sheet.</p> <p>State any special conditions or ordering instructions. (Pay particular attention to instructions #9 on back of page 1).</p>					
		TOTAL				

**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 Verify your bid before submission as it cannot be withdrawn or corrected after being opened.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.
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. 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

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 2 of 3</p> <p>The City will attempt to send purchase orders for higher amounts; however, due to computerized issuance of P.O.'s some will be for low dollar amounts. Vendor must accept all (large & small) purchase orders for items awarded.</p> <p>State any special conditions or ordering instructions. (Pay particular attention to instructions #9 on back of page 1).</p> <p>The City will attempt to send purchase orders for higher amounts; however, due to computerized issuance of P.O.'s some will be for low dollar amounts. Vendor must accept all (large & small) purchase orders for items awarded.</p> <p>If you do not wish to bid on the following categories, yet wish to remain on bid list for items other than those on the following pages, you must so notify the City of Mobile Purchasing Department in writing as to specific items that you wish to be listed for, otherwise removal may occur.</p> <p>All vendors will be required to provide verification of enrollment in the E-Verify program. Additional information may be found at http://immigration.alabama.gov/</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> <p>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. Please note that the time between application for the issuance of a Certificate of Authority may be several weeks.</p>					
			TOTAL			

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 3</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 Immigration Affidavit and 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 Immigration Affidavit and E-Verify Certification, if applicable, prior to issuance of a Purchase Order.</p> <p>No Bid Bond is Required.</p> <p>THIS BID WILL BE AWARDED ON AN ITEM BASIS.</p> <p align="center">For additional Information Contact: City of Mobile Purchasing Jim Neese (buyer) @ (251) 208-7401</p>					
			TOTAL			

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Firm Name _____

By _____

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RFQ

PRICE PER CASE

1 13580
BLANKET EMERGENCY,
TAYLOR HEAVY DUTY
YELLOW EMERGENCY
BLANKET, FLUID
IMPERVIOUS, 60" X 90",
20 UNITS PER CASE,
TAYLOR ITEM 90-YEB6090,
NO SUBS.

CASE

2 13581
SHEET FLAT PRIVACY,
FLUID RESISTANT, TAYLOR
SUREFIT PRIVACY FLAT
SHEET, DARK BLUE, 40" X
84", 50 UNITS PER CASE,
TAYLOR ITEM 90-
BPS4084, NO SUBS.

CASE

3 13582
SHEET FITTED, TAYLOR
SUREFIT FLUID
IMPERVIOUS FITTED
SHEET, NON-SLIP
POLYPROPYLENE, 30" X
84", 300 LB STRENGTH,
LATEX FREE, ELASTIC
HEAD AND FOOT BAND,
LIGHT BLUE, 50 UNITS
PER CASE, TAYLOR ITEM

CASE

90-BIS3084, NO SUBS.



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)