### **SEALED BID**

We will allow a discount \_\_\_\_\_

and correct invoice of completed order.

# CITY OF MOBILE

## **BID SHEET**

This is Not an Order

#### Do Not Return Via Email or Fax

**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** 

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

ON REVERSE SIDE OF THIS PAGE

**BEFORE BIDDING** Typed by: Buyer: 006 Please quote the lowest price at which you will furnish the articles listed below DEPARTMENT DATE BID NO. Commodities to be delivered F.O.B. Mobile to: 5495 11/20/2020 FIRE TOOL As Specified 10:30 AM, Thursday, December 10, 2020 This bid must be received and stamped by the Purchasing office not later than: **UNIT PRICE EXTENSION** Bid on this form ONLY. Make no changes on this form. Attach **ARTICLES** QUANTITY any additional information required to this form. UNIT Dollars Cents Dollars Cents HYDRA RAM I HYDRA RAM I **Qty** One person, 11 lb. hydraulic forcible entry tool 7-20 with 4" max thrust opening and 10,000 lbs of force. Should include carrying case & mallet. Make City will purchase minimum quantities shown upon award of bid. Page 1 of 2 TOTAL RETURN ONE SIGNED COPY OF THIS BID State delivery time within\_\_\_\_ days of receipt of P.O. IN ENCLOSED ENVELOPE Firm Name \_\_\_\_\_

\_% 20 days from date of receipt of goods

- 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 Verify your bid before submission as it cannot be withdrawn or corrected after being opened.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 <a href="https://www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx">www.sos.alabama.gov/BusinessServices/ForeignCorps.aspx</a>. 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	Bid on this form ONLY. Make no changes on this form. Additional in-	UNIT	UNIT PRICE		EXTENSION	
	ARTICLES formation to be submitted on separate sheet and attached hereto.		Dollars	Cents	Dollars	Cents
	Page 2 of 2					
	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>					_
	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.					
	Vendors are solely responsible for consulting with the Secretary of State to determine whether a Certificate is required.  See: <a href="https://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.					
	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).				19	
	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.					
	State of Alabama Local Vendor Preference Law (a) and (d) will apply to this purchase.					
	If you have any questions, please feel free to contact the Purchasing Department at <a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a> .					
	Pricing to be firm for the current model year. At the option of the City of Mobile and the successful vendor, the award of this bid may Be extended for up to two (2) additional model years.					
			TOT	AL		
DETURN						1

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.



# PROCUREMENT 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 <u>before</u> 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)