

Do Not Return Via Email or Fax

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: sd Buyer: 002

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

Table with columns: DATE (5/11/2022), BID NO. (5683), DEPARTMENT (ARCHITECTURAL ENGINEERING), and Commodities to be delivered F.O.B. Mobile to: (To Be Specified)

This bid must be received and stamped by the Purchasing office not later than: 12:01 P.M. THURSDAY, JUNE 2, 2022

Main bid table with columns: QUANTITY (1 EACH), ARTICLES (PORTABLE / TEMPORARY BUILDING FOR CLASSROOM & OFFICE), UNIT, UNIT PRICE (Dollars, Cents), and EXTENSION (Dollars, Cents). Includes detailed description of building requirements.

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 Verify your bid before submission as it cannot be withdrawn or corrected after being opened.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

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p style="text-align: center;">Page 2 of 3</p> <p><b><u>PRICING</u></b>  <b>RENTAL</b>                      MONTHLY RENTAL – Include in monthly price:                      the Building, Steps, Ramps, &amp; any additional items.</p> <p>INSTALLATION COST – To Include delivery, blocking &amp;                      anchoring. City will make electrical                      plumbing connections.</p> <p>REMOVAL COST – To remove &amp; transport building away from site.</p> <p><b>PURCHASE OF THE BUILDING OUTRIGHT</b>                      Include Building, Steps, Ramps, Shipping/Delivery, Setting Up                      Building, Blocking &amp; Anchoring of the Building.                      Providing, Setting &amp; Anchoring of Steps &amp; Ramps.                      The City will make final electrical &amp; plumbing connections.</p> <p>Vendor may quote alternate rental or purchase options, or only rental                      or only purchase option(s). You may use additional sheets.</p> <p>Vendor shall provide literature &amp; specifications on structure to be                      provided as well as the condition of the structure.</p> <p>You may list additional quote options on additional sheets.</p> <p>Vendor will be required to provide to provide Engineer Drawings                      of the structure done by an Engineer licensed in the State of                      Alabama prior to final award.</p> <p>Vendor will need a City of Mobile Business License.                      See Item 14 on reverse of page 1.</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>					
			TOTAL			

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 IN ENCLOSED ENVELOPE**

**READ ABOVE INSTRUCTIONS BEFORE QUOTING**

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

By \_\_\_\_\_

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 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>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.</p> <p>(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>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p><b>If you have any questions, please feel free to contact the Purchasing Department at 251-208-7434 or <a href="mailto:purchasing@cityofmobile.org">purchasing@cityofmobile.org</a>.</b></p> <p>Questions answered by employees other than the Purchasing Department will not be official and will not be honored.                      Only answers by the Purchasing Agent will be official.                      Questions to and answered by members of the Fire Department will not be official or honored.</p> <p><b>THE ABOVE TO BE AWARDED ON ITEM BASIS.</b></p>					
			<b>TOTAL</b>			

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 By \_\_\_\_\_

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## **SPECIFICATIONS**

Approximate minimum size 60'x48'

Two (2) Bathrooms

Eight (8) Spaces for offices

One (1) Large Open Area for Classroom

One (1) Set of Stairs

One (1) Set ADA Compliant Ramp

To Be Heated & Cooled – Central HVAC Unit w/Control

To Have Electrical Connections

To Have Hurricane Tie Downs

Anchors for Hurricane Tie Downs

Delivery, Set Up, Installation & Anchoring to be included.

New or Like New Condition

The following will need to be provided by the Vendor to the City of Mobile prior to the award of the bid:

1. Street Ticket
2. Building Permit Application
3. Modular/Manufacture Building Plans
4. Site Plan/Plat Plan
5. Tie down/Foundation detail/Specification
6. Entry Details/Specification

For the Land Disturbance Review please include:

1. Construction stamped and signed by an Alabama Professional

The forms can be obtained from the City of Mobile Build Mobile Permitting and Development Division.

These forms may be found at:

<https://www.buildmobile.org/forms-and-applications/>

For questions on the permitting process with the above forms, contact Build Mobile at (251)208-5895.

There are additional forms to be completed, but the above forms will be required of the Vendor. The City will handle any other required forms.

For more information on the above requirements, contact Build Mobile and speak with Frank Palumbo or David Porter. Tell them you are working on a bid for the Fire Department Portable Building (251)208-5895.

## PRICING INFORMATION

Building Brand \_\_\_\_\_

Model \_\_\_\_\_

Size \_\_\_\_\_

Price to Purchase \_\_\_\_\_

Monthly Rental  
If Rented \_\_\_\_\_

Delivery & Set Up  
Whether Purchase  
or Rental \_\_\_\_\_

Removal  
If Rental \_\_\_\_\_

**NOTE:** Price to purchase or rent should include the steps and ramps. Individual pricing of, or monthly rental pricing of ramps and steps is not acceptable.

**NOTE:** City will make final electrical and plumbing connections.



## 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 ensure 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)**