

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 Verify your bid before submission as it cannot be withdrawn or corrected after being opened.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 3 of 6</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> <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>The successful Vendor will be required to provide a Certificate of Insurance with the below requirements as listing the City of Mobile as additional insured.</p> <p>Vendor Shall Have in General:</p> <p style="padding-left: 40px;">\$ 2,000,000.00 Product Liability \$ 1,000,000.00 General Liability \$ 1,000,000.00 Aggregate Insurance</p> <p>Complete Insurance Requirements may be viewed at cityofmobile.org/bids at the Electronic online version of this bid.</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
	Page 4 of 6					
	<p>Vendor shall provide a single bill per month showing the dates, locations of service, quantities picked up from each location, as well as, documentation of the pickups.</p> <p>The bill and supporting documentation will be sent to the City of Mobile Accounting Department. Bills sent to pick up locations; Fire Stations, Fire Headquarters or Location other than the designated location will not be processed. Attempted collection by Vendor of mis-sent past due bills by Collection Agency will not be considered.</p> <p>City of Mobile will not pay for "Dry" Runs to a Location where there is no pick up or if Vendor has to return for a second time as there are no City employees at Location when Vendor attempted a pick up.</p> <p>Due to the Nature of Municipal Fire-Service, there is not always someone at a Fire Station. Crews must respond to calls, leaving the Station unattended.</p> <p>If Station is not occupied at time of attempted pick up, Vendor will need to return at later time to make pick up. City will not pay for a trip to a Station where waste is not picked up.</p> <p>NOTE: City will not wait two (2) weeks for a return visit if the above occurs.</p> <p>If necessary City can arrange to have the waste pickup truck met if Fire Station is unoccupied for an extended period day by day.</p> <p>Vendor shall bid price per container to include in the price per container, cost of container, cost of pick up/transport and disposal of blood contaminated products. City of Mobile will not add after the fact any additional fees or charges to include fuel surcharge, transportation, disposal, etc. The price shall be the same per container for all containers at all locations for the term of the contract. There shall be neither variance of the price nor addition of fuel surcharges, etc...</p>					
			TOTAL			

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Firm Name _____

By _____

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BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	Page 5 of 6					
	<p>The City of Mobile Animal Shelter will also be included in this Contract. They have one (1) Location; will also require two (2) week pick ups unless changed by the City of Mobile in writing by letter.</p> <p>City of Mobile Business License will be required of a successful vendor.</p> <p>The same price per container shall pertain to all locations.</p> <p>Price per container picked up and disposed: _____</p> <p>Size of container to be provided: _____</p> <p>Product used to disinfect reusable containers: _____</p> <p>Description of containers to be provided for transport of Blood Contaminated items:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>SAMPLE of this contract that will need to be signed as part of the award of this bid may be viewed at cityofmobile.org/bids; look this bid number. This sample does not have to be signed or returned as part of your bid response.</p>					
			TOTAL			

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Firm Name _____

By _____

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BID CONTINUATION SHEET

QUANTITY	ARTICLES	UNIT	UNIT PRICE		EXTENSION	
			Dollars	Cents	Dollars	Cents
	<p align="center">Page 6 of 6</p> <p>State of Alabama Local Vendor Preference Law 41-16-50 (a) and (d) will apply to this purchase.</p> <p>If you have any questions please feel free to contact the Purchasing Department at 251-208-7434 or purchasing@cityofmobile.org.</p> <p>Pricing to be firm for one (1) year following the approval of Contract by the City of Mobile. At the option of the City, the award of this bid may be extended for two (2) additional one (1) year periods.</p> <p>TO BE AWARDED ALL OR NONE</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.

VENDOR SHALL PROVIDE WITH THEIR BID THE FOLLOWING:

1. Registration with the Alabama Secretary of State to do business in the State of Alabama.

State of Alabama Entity Number _____

Attach copy of Entity Registration Certification

2. Permitted with Alabama Department of Environment Management as a ADEM Medical Waste Transportor

Provide copy of Face page of permit showing date issued and date of expiration.

3. Registration with E-Verify Program

Registration Number _____

Attach copy of Registration showing number and vendor name.

4. Letter from Insurance Carrier that Bidder can get the Insurance as required by attached copy of Contract.

5. Copy of City of Mobile Business License or most recent. If expired, vendor will need to provide a New active license prior to award of this bid.

6. If waste is being destroyed/disposed of in the State of Alabama, provide the name of the vendor and location. Provide copy of their permit to destroy/dispose of the Medical Waste.

7. If transporter out of State of Alabama, state the name and location of where the transported Medical Waste will be destroyed or disposed of.

8. Provide Name and Certification of Certified Hazardous Waste Specialists or Staff

If Bidder Fails to provide with the bid the required forms or certificates, the bill will be rejected.



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)