Department of Administration / Division of Purchases
One Capitol Hill, Providence, Rhode Island 02908-5855
Web Site: www.purchasing.ri.gov
31-JANUARY 2012

RFQ# 7449430

Title: MPA 403 TOWING, AUTO AND TRUCK

RFQ Submission Deadline: FEBUARY 28, 2012 @ 10:15 AM (Eastern Time)

Sealed bids must be mailed. Faxed or E-mailed bids will not be accepted.
Please reference the RFQ # 7449430 on all correspondence.

Mailing address:

Department of Administration / Division of Purchases
2nd Floor
One Capitol Hill, Providence, Rhode Island 02908-5855

SURETY REQUIRED:	**No**
BOND REQUIRED:	**No**

THERE WILL BE NO PRE-BID MEETING

To submit a bid, vendors must be registered on-line at the State Purchasing Website at www.purchasing.ri.gov

Note to Vendors:
Offers received without the entire completed three-page RIVP Generated Bidder Certification Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

The purpose of this solicitation is to create list of qualified towing companies with pricing.

This MPA is a service and price list only, not an exclusive contract. Being listed on an MPA price list does not guarantee work or exclusive territory to any vendor.

Bidders are not required to provide pricing in all categories, but must complete the Equipment List Section of the bid.

The Contract period for the MPA 403 awards will be April 1, 2012 to March 31, 2015

Raymond Gill
Buyer
RI Division of Purchases

THE TOWING REQUIREMENTS FOR THE STATE OF RHODE ISLAND ARE DIVIDED INTO FOUR (4) SEPARATE CATEGORIES. IN ORDER TO BID EACH AND ANY CATEGORY, THE VENDOR IS REQUIRED TO HAVE THE EQUIPMENT LISTED FOR THAT CATEGORY. EQUIPMENT WILL BE TO BE VERIFIED BY THE STATE PRIOR TO AWARD OF CONTRACT.

IF, IN THE COURSE OF EQUIPMENT VERIFICATION, THE STATE DETERMINES THAT THE VENDOR DOES NOT POSSESS THE MINIMUM EQUIPMENT FOR THE CATEGORY, THE VENDOR'S ENTIRE BID WILL BE ELIMINATED FROM AWARD CONSIDERATION.

VENDOR MUST FILL IN ALL SPACES PROVIDED FOR EACH CATEGORY OR CATEGORIES BID. VENDOR MUST ALSO RETURN EQUIPMENT LIST ATTACHMENT WITH BID PROPOSAL. FAILURE TO PROVIDE ALL INFORMATION MAY RESULT IN BID DISQUALIFICATION.

SEE ATTACHED EQUIPMENT LIST WHICH MUST BE COMPLETED AND RETURNED WITH YOUR BID SUBMISSION. FAILURE TO RETURN THE COMPLETED FORM MAY RESULT IN DISQUALIFICATION.

CATEGORY 1
PASSENGER VEHICLES AND LIGHT TRUCKS - UNDER 8000 GVW
EQUIPMENT REQUIREMENT BY THE STATE IN ORDER TO BID THIS CATEGORY:
REGULAR WHEEL LIFT TOW TRUCKS AND FLAT BED TRUCKS

1	HOOK UP FEE (FLAT RATE)	1 EA	$_____
2	MILES IN TOW (ACTUAL MILES VEHICLE WAS TOWED)	1 MILE	$_____

NUMBER OF WHEEL LIFT TOW TRUCKS:_____

NUMBER OF FLAT BED TRUCKS:_____

CATEGORY 2
VEHICLES 8,001 GVW TO 18,000 GVW
EQUIPMENT REQUIRED BY THE STATE IN ORDER TO BID THIS CATEGORY:
MEDIUM DUTY TOW TRUCK WITH A MINIMUM GVW OF 25,000

3	HOURLY RATE (PORTAL TO PORTAL)	1 HOUR	$_____
	NUMBER OF MEDIUM DUTY (MIN. 25,000 GVW) TOW TRUCKS:_____		

CATEGORY 3
VEHICLES 18,000 GVW TO 30,000 GVW
EQUIPMENT REQUIRED BY THE STATE IN ORDER TO BID THIS CATEGORY:
HEAVY DUTY TOW TRUCK WITH A MINIMUM GVW OF 35,000

4	HOURLY RATE (PORTAL TO PORTAL)	1 HOUR	$_____
	NUMBER OF HEAVY DUTY (MIN. 35,000 GVW) TOW TRUCKS_____		

CATEGORY 4
VEHICLES 30,001 GVW AND GREATER
EQUIPMENT REQUIRED BY THE STATE IN ORDER TO BID THIS CATEGORY:
TANDEM AXLE TOW TRUCK WITH A MINIMUM GVW OF 55,000

5	HOURLY RATE WITH SNOW PLOW EQUIPMENT AND/OR SAND (PORTAL TO PORTAL)	1 HOUR	$_____
6	HOURLY RATE WITHOUT SNOW PLOW EQUIPMENT AND/OR SAND (PORTAL TO PORTAL)	1 HOUR	$_____
	NUMBER OF TANDEM AXLE TOW TRUCKS:_____		

INSURANCE REQUIREMENTS:
ALL VENDORS ARE REQUIRED TO PURCHASE AND MAINTAIN COVERAGE WITH A COMPANY OR COMPANIES LICENSED TO DO BUSINESS IN THE STATE OF RHODE ISLAND AS FOLLOWS:
GENERAL LIABILITY INSURANCE: $1,000,000 EACH OCCURENCE
PROPERTY DAMAGE: $500,000 EACH OCCURRENCE
ON HOOK AND CARGO INSURANCE: MINIMUM $50,000
AUTOMOBILE INSURANCE: MINIMUM $1,000,000
WORKER'S COMPENSATION: MINIMUM $100,000.

A COPY OF INSURANCE CERTIFICATES MUST BE FURNISHED WITH YOUR BID. FAILURE TO DO SO MAY RESULT IN BID DISQUALIFICATION

TOWING - AUTO AND TRUCK (MPA 403)

MAKE	MODEL	GVW
Category 1 Passenger Vehicles/ Light Trucks		
Lift Tow trucks:		
Flat Bed Trucks:		
Category 2 Medium Duty Tow		
Category 3 Heavy Duty Tow		
Category 4 Tandem Axle Tow		

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

MULTI YEAR AWARD

THIS IS A MULTI-YEAR BID/CONTRACT. PER RHODE ISLAND STATE LAW 37-2-33, CONTRACT OBLIGATIONS BEYOND THE CURRENT FISCAL YEAR ARE SUBJECT TO AVAILABILITY OF FUNDS. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE STATE. TERMINATION MAY BE EFFECTED BY THE STATE BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE STATE TO DISCONTINUE THE GOODS/SERVICES, OR TO REVISE THE SCOPE AND NEED FOR THE TYPE OF GOODS/SERVICES; ALSO MANAGEMENT OWNER DETERMINATIONS THAT MAY PRECLUDE THE NEED FOR GOODS/SERVICES

PURCHASE AGREEMENT BID

BIDDING (a) A single price shall be quoted for each item against which a proposal is submitted This price will be the maximum in effect during the agreement period Any price decline at the manufacturer's level shall be reflected in a reduction of the agreement price to the State (b) Quantities, if any, are estimated only The agreement shall cover the actual quantities ordering during the period. Deliveries will be billed at the single, firm, awarded unit price quoted regardless of the quantities ordered (c) Bid price is net F O B destination and shall include inside delivery at no extra cost (d) Bids for single items and/or a small percentage of total items listed, may, at the State's sole option, be rejected as being non-responsive to the intent of this request ORDERING (a) The User Agency(s) will submit individual orders for the various items and various quantities as may be required during the agreement period (b) Exception - Regardless of any agreement resulting from this bid, the State reserves the right to solicit prices separately for any extra large requirements for delivery to specific destinations

QUARTERLY REPORTS

REPORTS - The Vendor agrees to provide the State with quarterly reports describing activity against this Price Agreement If this is a Master Price Agreement, such reports shall include usage by municipalities, quasi-public agencies, schools, etc All reports shall contain the following data: (1) Billing volume in dollars and (2) quantity shipped for each line item in the price agreement When there are no line items in the price agreement, vendor shall report volume by catalog order numbers, with a brief description of each order number Reports must be submitted to the RI Division of Purchases to the attention BUYER named in this notice, identifying the Agreement number and the Reporting Period Quarterly reports shall be due 45 calendar days after the end of each quarter Failure to submit required reports shall be considered a breach of the contractor's obligations and may be considered, at the discretion of the State Purchasing Agent, sufficient cause for the termination of the agreement and other outstanding agreements and orders, and possible suspension from participation in additional State procurements

MPA BID AWARD (STATEWIDE APPLICABILITY)

STATEWIDE APPLICABILITY - Political Subdivisions (cities, towns, schools, quasi-public agencies), as authorized by law, may participate in this Agreement All ordering and billing shall be between the vendor and the political subdivision (only)

INSURANCE REQUIREMENTS

AN INSURANCE CERTIFICATE IN COMPLIANCE WITH PROVISIONS OF ITEM 31 (INSURANCE) OF THE GENERAL CONDITIONS OF PURCHASE IS REQUIRED FOR COMPREHENSIVE GENERAL LIABILITY, AUTOMOBILE LIABILITY, AND WORKERS' COMPENSATION AND MUST BE SUBMITTED BY THE SUCCESSFUL BIDDER(S) TO THE DIVISION OF PURCHASES PRIOR TO AWARD. THE INSURANCE CERTIFICATE MUST NAME THE STATE OF RHODE ISLAND AS CERTIFICATE HOLDER AND AS AN ADDITIONAL INSURED. FAILURE TO COMPLY WITH THESE PROVISIONS MAY RESULT IN REJECTION OF THE OFFEROR'S BID. ANNUAL RENEWAL CERTIFICATES MUST BE SUBMITTED TO THE AGENCY IDENTIFIED ON THE PURCHASE ORDER. FAILURE TO DO SO MAY BE GROUNDS FOR CANCELLATION OF CONTRACT

NOTE: IF THIS BID COVERS CONSTRUCTION, SCHOOL BUSING, HAZARDOUS WASTE, OR VESSEL OPERATION, APPLICABLE COVERAGES FROM THE FOLLOWING LIST MUST ALSO BE SUBMITTED TO THE DIVISION OF PURCHASES PRIOR TO AWARD: * PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS) - $1 MILLION OR 5% OF ESTIMATED PROJECT COST, WHICHEVER IS GREATER * BUILDER'S RISK INSURANCE - COVERAGE EQUAL TO FACE AMOUNT OF CONTRACT FOR CONSTRUCTION. * SCHOOL BUSING - AUTO LIABILITY COVERAGE IN THE AMOUNT OF $5 MILLION * ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL) - $1 MILLION OR 5% OF FACE AMOUNT OF CONTRACT, WHICHEVER IS GREATER * VESSEL OPERATION - (MARINE OR AIRCRAFT) - PROTECTION & INDEMNITY COVERAGE REQUIRED IN THE AMOUNT OF $1 MILLION

READING VENDOR NAMES ONLY

DUE TO LENGTH OF BID AND TIME CONSTRAINTS, THE STATE WILL ONLY ACKNOWLEDGE RECEIPT AND READ THE NAMES OF VENDORS SUBMITTING PROPOSALS NO EXAMINATION OF DOCUMENTS OR PRESENTATION OF INFORMATION CONTAINED IN PROPOSALS WILL BE MADE AVAILABLE AT THE BID OPENING; HOWEVER, INSTRUCTIONS TO OBTAIN THE TABULATION OR SUMMARY OF BID RESPONSES WILL BE MADE AVAILABLE AT THE RI DIVISION OF PURCHASES WEBSITE AT WWW PURCHASING RI GOV

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY