

# Request for Quote



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
 ONE CAPITOL HILL  
 PROVIDENCE RI 02908

CREATION DATE : 22-OCT-13  
 BID NUMBER: 7529368  
 TITLE: WINDOW SHADES - RHODE ISLAND COLLEGE  
 BLANKET START : 01-DEC-13  
 BLANKET END : 30-NOV-16  
 BID CLOSING DATE AND TIME: 13-NOV-2013 10:00:00

BUYER: Mosca, Gary  
 PHONE #: 401-574-8124

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 RIC-PURCHASING  
 600 MOUNT PLEASANT AVENUE  
 PROVIDENCE, RI 02908  
 US

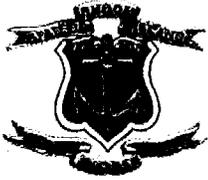
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 RIC SPECIAL INSTRUCTIONS  
 SEE BELOW  
 SEE BELOW, RI N/A  
 US

Requisition Number: 1313192

Note to Bidders: Questions concerning this solicitation may be emailed to gary.mosca@purchasing.ri.gov no later than 10/30/13 @ 2:00 PM (ET). Questions should be submitted in a Microsoft word attachment. Please reference the RFQ # on all correspondence. Questions received if any, will be posted on the internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

Line	Description	Quantity	Unit	Unit Price	Total
1	12/1/13 - 6/30/14 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE	100.00	Each		
2	12/1/13 - 6/30/14 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
3	12/1/13 - 6/30/14 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
4	12/1/13 - 6/30/14 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
5	12/1/13 - 6/30/14 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 72 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
6	7/1/14 - 6/30/15 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE	100.00	Each		
7	7/1/14 - 6/30/15 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
8	7/1/14 - 6/30/15 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
9	7/1/14 - 6/30/15 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
10	7/1/14 - 6/30/15 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 72 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		

It is the Vendor's responsibility to check and download any and all addenda from the RIVIP. This offer may not be considered unless a signed RIVIP generated Bidder Certification Cover Form is attached and the Unit Price column is completed. The signed Certification Cover Form must be attached to the front of the offer



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Line	Description	Quantity	Unit	Unit Price	Total
11	7/1/15 - 11/30/16 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE	100.00	Each		
12	7/1/15 - 11/30/16 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 48" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
13	7/1/15 - 11/30/16 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
14	7/1/15 - 11/30/16 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 55 1/4" WIDE X 96" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
15	7/1/15 - 11/30/16 - FIBERGLASS/SUPER-GLASS WINDOW SHADES (MFG: CROWN SHADE) IN THE FOLLOWING SIZE: 72 1/4" WIDE X 84" LONG. ALL SHADES TO BE CUSTOM CUT ON SITE.	100.00	Each		
16	12/1/13 - 6/30/14 - LABOR RATE	100.00	Hour		
17	7/1/14 - 6/30/15 - LABOR RATE	100.00	Hour		
18	7/1/15 - 11/30/16 - LABOR RATE Line Note to Bidders: PLEASE PROVIDE DISCOUNT FROM LIST PRICE FOR ADDITIONAL SIZES THAT MAY BE NEEDED: _____%	100.00	Hour		

Delivery: \_\_\_\_\_

Terms of Payment: \_\_\_\_\_

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## 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.

#### **RIVIP INFO - BID SUBMISSION REQUIREMENTS**

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#### **AWARD**

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

#### **VENDOR SPECIFICATIONS**

ALL VENDORS MUST INCLUDE SPECIFICATIONS WITH BID PROPOSAL (EVEN THOSE BIDDING BRAND SPECIFIED). FAILURE TO SUBMIT SPECIFICATIONS WITH BID PROPOSAL MAY RESULT IN DISQUALIFICATION OF BID. ITEMS IN CATALOGS MUST BE CLEARLY MARKED AND PAGES TABBED.

## **TERMS CONTINUED:**

### **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.

### **DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

### **CHARGES PERMITTED**

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.

### **HOURS - BIDDING PURPOSES**

HOURS INDICATED ARE ESTIMATED QUANTITIES FOR BIDDING PURPOSES 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.

**TERMS CONTINUED:**

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.

**END DOCUMENT**