



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS

Department of Administration

DIVISION OF PURCHASES

One Capitol Hill, 2nd floor

Providence, RI 02908

TEL: (401) 574-8100

FAX: (401) 574-8387

Website: www.purchasing.ri.gov

REQUEST FOR QUOTE (RFQ) – BID# 7550936
RESPIRATORS/GAS MASKS

SUBMISSION DEADLINE: 10/11/2016 10:30 am (est)

PRE-BID CONFERENCE:

NO

YES _____

Buyer Name: Cheryl McGurn

Title: Buyer II

QUESTIONS concerning this solicitation must be received by the Division of Purchases at (cheryl.mcgurn@purchasing.ri.gov) no later than Friday **September 30, 2016 @ 3:00 PM EST**. Questions should be submitted in a *Microsoft Word attachment*. Please reference the **RFQ Bid # 7550936** on all correspondence. Questions received, if any, will be posted on the Rhode Island Division of Purchases website as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

NOTE TO VENDORS:

Vendors must register on-line at the Rhode Island Division of Purchases website at www.purchasing.ri.gov.

Offers received without the completed three-page Rhode Island Vendor Information Program (RIVIP) Generated Bidder Certification Cover Form attached may result in disqualification.

THIS PAGE IS NOT A BIDDER CERTIFICATION FORM

SOLICITATION –7550936

RESPIRATORS/GAS MASKS (DOC)



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ON BEHALF OF THE DEPARTMENT OF CORRECTIONS THE DIVISION OF PURCHASES IS SOLICITING QUOTES FOR REAPIRATORS / GAS MASKS / RELATED ITEMS.

PER THE ATTACHED INSTRUCTIONS FOR SUBMISSION OF VENDOR QUOTES FOR THIS SOLICITATION:

- CONTRACT PERIOD 11/1/2016 TO 9/30/2019 WITH THE OPTION TO RENEW FOR (2) 12-MONTH PERIODS BASED ON VENDOR PERFORMANCE AND AVAILABILITY OF FUNDS.
- VENDOR'S MUST FILL OUT THE BID FORM SUPPLY LIST PROVIDED.
- PRODUCT LIST WILL CONTAIN NEGATIVE PRESSURE PROTECTIVE MASK WITH ALL RELATED EQUIPMENT.
- ALL EQUIPMENT IS LISTED AS NO SUBSTITUTES DUE TO THE NATURE OF THE EQUIPMENT TO BE USED BY THIS UNIT.
- ALL BIDDERS SHOULD BE AN AVON FACTORY AUTHORIZED SERVICES AND WARRANTY CENTER
- LOCATED WITHIN THE PROXIMITY OF SIXTY (60) MILES TO THE RHODE ISLAND DEPARTMENT OF CORRECTIONS (RIDOC) IN ORDER TO BE ABLE TO PROVIDE SAID WARRANTY AND SERVICE RESPONSIBILITIES IN A TIMELY FASHION.
- ALL BIDDERS, MUST OFFER A TEN (10) YEAR RE-CERTIFICATION ON ALL PROTECTIVE MASK ORDERED FROM AVON. THIS WARRANTY MUST BE PRESENTED IN WRITING TO THE RIDOC CERT TEAM.
- THE WINNING BIDDER OF THE CONTRACT SHALL HAVE THE ABILITY TO DELIVER ALL PROTECTIVE MASK AND ITS COMPONENTS WITHIN A FOUR (4) WEEK PERIOD FROM THE DATE OF RECEIVING THE PURCHASE ORDER (PO).
- ESTIMATES ARE APPROXIMATE.

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- AWARD WILL BE BASED ON LOWEST RESPONSIVE, RESPONSIBLE BIDDER. BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.

- BIDDERS MUST SUBMIT A HARD COPY OF THE BID FORM ALONG WITH THE RIVIP THREE – PAGE BIDDER CERTIFICATION COVER FORM.

- AN ELECTRONIC BASED FILE IS ATTACHED THAT INCLUDES AN EXCEL SPREADSHEET FOR SUBMISSION OF THE VENDOR BID FORM FOR THIS SOLICITATION. NO USB DRIVES WILL BE ACCEPTED.

- SUBMISSION INSTRUCTION IS AS FOLLOWS:
 - PLEASE SUBMIT **A DISC (CD) COPY** OF YOUR BID FORM IN THE SAME EXCEL FORMAT PROVIDED.

 - BIDDERS ARE INSTRUCTED TO SUBMIT PRICING ONLY IN EXCEL ON THE ELECTRONIC BASED EXCEL FILE. PLEASE DO NOT PRINT THE SAMPLE SPREAD SHEET(S) AND MANUALLY ENTER PRICING.

 - ONCE DISC BASED FILE IS COMPLETED SUBMIT AN ELECTRONIC VERSION IN EXCEL ON A DISC (CD). ALSO SUBMIT **A PRINTED SIGNED HARD COPY** OF YOUR EXCEL SPREAD SHEET WITH YOUR PROPOSAL.

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

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.

Mailing Address for Bid Proposals issued by the State of Rhode Island, Division of Purchases:

All Bid Proposals must be submitted to the following address:

State of Rhode Island
Department of Administration
Division of Purchases, 2nd Floor
One Capitol Hill
Providence, RI 02908

RIVIP INFO - BID SUBMISSION REQUIREMENTS

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. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

MAILING ADDRESS FOR BID PROPOSALS ISSUED BY THE STATE OF RHODE ISLAND, DIVISION OF PURCHASES

All Bid Proposals must be submitted by mail or hand delivered to:

- State of Rhode Island
- Department of Administration
- Division of Purchases, Second floor
- One Capitol Hill
- Providence, RI 02908-5855

DIVESTITURE OF INVESTMENTS IN IRAN REQUIREMENT:

No vendor engaged in investment activities in Iran as described in R.I. Gen. Laws §37-2.5-2(b) may submit a bid proposal to, or renew a contract with, the Division of Purchases. Each vendor

submitting a bid proposal or entering into a renewal of a contract is required to certify that the vendor does not appear on the list maintained by the General Treasurer pursuant to R.I. Gen. Laws §37-2.5-3.

FISCAL YEAR - AWARD EXTENDING PAST FISCAL YR END

AWARDS EXTENDING BEYOND JUNE 30TH 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.

LICENSE REQUIREMENTS

VENDOR (OWNER OF COMPANY) IS RESPONSIBLE TO COMPLY WITH ALL LICENSING OR STATE PERMITS REQUIRED FOR THIS TYPE OF SERVICE. A COPY OF LICENSE/PERMIT SHOULD BE SUBMITTED WITH THIS BID. IN ADDITION TO THESE LICENSE REQUIREMENTS, BIDDER, BY SUBMISSION OF THIS BID, CERTIFIES THAT ANY/ALL WORK RELATED TO THIS BID, AND ANY SUBSEQUENT AWARD WHICH REQUIRES A RHODE ISLAND LICENSE(S), SHALL BE PERFORMED BY AN INDIVIDUAL(S) HOLDING A VALID RHODE ISLAND LICENSE.

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

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.

BID ALL ITEMS

BIDDERS MUST BID ALL ITEMS TO BE CONSIDERED. AWARD WILL BE BASED ON TOTAL LOW.