



# Request for Quote

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

BUYER: Melillo, Charlotte A  
 PHONE #: 401-574-8110

CREATION DATE : 09-NOV-10  
 BID NUMBER: 7448017  
 TITLE: SECURITY GUARD SERVICES (UNARMED)  
 MPA-296  
 BLANKET START : 01-JAN-11  
 BLANKET END : 31-DEC-13  
 BID CLOSING DATE AND TIME: 06-DEC-2010 10:00:00

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**Requisition Number:**

Line	Description	Quantity	Unit	Unit Price	Total
1	BLANKET REQUIREMENTS: 1/1/11 - 12/31/13 WITH OPTION TO RENEW FOR AN ADDITIONAL TWO YEARS  SECURITY GUARD SERVICES - (UNARMED) MPA-296  SELECTED VENDORS MUST MAINTAIN WORKER'S COMP AND LIABILITY INSURANCE IN ACCORDANCE WITH STATE'S GENERAL CONDITIONS OF PURCHASE AVAILABLE AT WWW.PURCHASING.RI.GOV  THE STATE RESERVES THE RIGHT TO SELECT UP TO FOUR AWARDEES FOR THIS MPA. AWARD SELECTION IS NO GUARANTEE OF INCOME.  OVERTIME COMPENSATION, IF AUTHORIZED, WILL BE PAID AT 1 1/2 TIMES HOURLY RATE ***** MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 7:30 AM - 4:00 PM - NO HOLIDAY	1.00	Hour		
2	MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 7:30 AM - 4:00 PM - HOLIDAY AND WEEKENDS	1.00	Hour		
3	MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 4:00 PM - 12:00 AM MIDNIGHT - NO HOLIDAY	1.00	Hour		
4	MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 4:00 PM - 12:00 MIDNIGHT - HOLIDAY AND WEEKENDS	1.00	Hour		
5	MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 12:00 MIDNIGHT - 7:30 AM - NO HOLIDAY	1.00	Hour		
6	MPA-296 - 1/1/11 - 12/31/13 - BID AN HOURLY PRICE PER SHIFT - ONE GUARD - MONDAY THRU FRIDAY 12:00 MIDNIGHT - 7:30 AM - HOLIDAYS AND WEEKENDS	1.00	Hour		
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	BCI CHECK: THE STATE MAY, AT ITS OPTION, REQUIRE INDIVIDUALS PROJECTED TO PERFORM SECURITY SERVICES, BE SUBJECTED TO A BCI CHECK. THIS BACKGROUND CHECK WILL BE PAID BY THE SECURITY COMPANY. THE STATE, FOR ANY REASON, RESERVES THE RIGHT TO REJECT INDIVIDUALS PERFORMING, OR SCHEDULED TO PERFORM, SECURITY SERVICES UNDER THIS MPA. ***				

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

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

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**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.

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

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##### **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.

**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.

**DELIVERY PER AGENCY**

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.