



Request for Quote

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

CREATION DATE : 12-MAR-18
 BID NUMBER: 7592556
 TITLE: MEAL PREPARATION SERVICES FOR STATE
 POLICE TRAINING ACADEMY - DPS

BLANKET START : 01-JUL-18
 BLANKET END : 31-JAN-19
 BID CLOSING DATE AND TIME: 24-APR-2018 10:30:00

BUYER: McGurn, Cheryl A
 PHONE #: 401-574-8130

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 DOA CONTROLLER
 ONE CAPITOL HILL, 4TH FLOOR
 SMITH ST
 PROVIDENCE, RI 02908
 US

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 DPS STATE POLICE TRAINING ACADEMY
 64 WINDSOR ROAD
 FOSTER, RI 02825
 US

Requisition Number: 1548036

Line	Description	Quantity	Unit	Unit Price	Total
1	PER THE ATTACHED SPECIFICATIONS QUANTITIES ARE ESTIMATED TWO YEAR OPTION FOR RENEWAL AT THE SOLE DESCRETION OF THE STATE OF RHODE ISLAND BIDDER SHOULD SUMIT A TWO WEEK MEAL PLAN WITH THIS BID SOLICIATION QUESTIONS CONCERNING THIS SOLICITATION MAY BE EMAILED TO THE DIVISION OF PURCHASES AT CHERYL.MCGURN@PURCHASING.RI.GOV NO LATER THAN APRIL 12, 2018 @ 3:00 PM. PLEASE REFERENCE THE RFQ# ON ALL CORRESPONDENCE. QUESTIONS SHOULD BE SUBMITTED IN A MICROSOFT WORD ATTACHMENT. ANSWERS TO QUESTIONS RECEIVED, IF ANY, WILL BE POSTED ON THE INTERNET AS AN ADDENDUM TO THIS SOLICITATION (WWW.PURCHSING.RI.GOV). IT IS THE RESPONSIBILITY OF ALL INTERESTED PARTIES TO DOWNLOAD THIS INFORMATION. 7/1/18 - 1/31/19 - BREAKFAST - PER THE ATTACHED SPECIFICATIONS	4,800.00	Each		
2	7/1/18 - 1/31/19 - LUNCH - PER THE ATTACHED SPECIFICATIONS	4,800.00	Each		
3	7/1/18 - 1/31/19 - DINNER - PER THE ATTACHED SPECIFICATIONS	3,840.00	Each		

Delivery: _____

Terms of Payment: _____

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



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration
DIVISION OF PURCHASES
One Capitol Hill, 2nd floor

TEL: (401) 574-8100
FAX: (401) 574-8387

Catering Services – Bidding Request

2018 RI State Police Training Academy

Details on the specifications for food preparation and the serving of three meals per day at Rhode Island State Police Training Academy are outlined as follows.

The next academy class is scheduled to begin July 9, 2018 and run for a period of twenty-four weeks. The vendor will be required to provide a minimum of fifty (50) breakfasts, fifty (50) lunches, and fifty (50) dinners per day except for Friday when only breakfast and lunch will be served. **Kitchen facilities are owned and provided by the Rhode Island State Police. On site preparation will be required. All meals must be freshly prepared, cooked and served on premises in the fully equipped academy kitchen. Meals may not be prepared off site and delivered to the academy.** Vendor is responsible for clean up after the meal preparation. All heat and electric power/water will be provided by the Rhode Island State Police.

Vendors will bear all costs associated with their bids including supplying of food, meal preparation and delivery fees. No costs or expenses incurred by the vendor will be borne by the Rhode Island State Police.

The vendor shall have a food safety manager licensed in the State of Rhode Island.

The contractor shall be responsible for the cleanliness and upkeep of the food service areas, including walls and ceilings, as established by the Rhode Island Health Department. The contractor shall meet periodically with such persons designated by the State Police with reference to the food services so that through cooperation, good relationships will be maintained with the recruits and staff eating in the dining hall.

Prior to bid award, the vendor and their employees must pass a background check. The vendor must provide a list of all employees. This list must include the employees full name, address, date of birth, and social security number.

The contract will be awarded to the low bidder as computed from the per meal and per week costs. Vendors will be required to provide sample meals to be approved by the State Police and will be disqualified if samples are unsatisfactory. Contracted vendor will be required to submit meal plans, in advance, to the Training Academy commandant for approval.

The contractor shall procure as part of the direct operating expenses, public liability insurance from companies licensed to do business in the State of Rhode Island. This insurance will serve to protect the contractor, superintendent of the State Police, and the people of the State of Rhode Island and their officers and employees from any claims for damages to property and for personal injuries, including death, which may arise from the operation of the food services program by the contractor. Policies and certificates of insurance shall be delivered to the Department of Purchasing prior to the start of operation. All public liability policies shall provide minimum limits as follows: property damage: \$500,000.00 each occurrence \$500,000.00 annual aggregate bodily injury: \$500,000.00 each occurrence annual aggregate.

Notice of termination by either party shall be submitted in writing to the other party. Cancellation of the contract shall be subject to cancellation by either party, any time after the date the contractor shall begin the operation of the food service. A contract may be cancelled or annulled at the contractor's expense upon determination by the purchasing agency that a condition of nonperformance exists. Termination and cancellation of contract shall conform to the State of Rhode Island Procurement Regulation Section 8 – Contract's Termination and Cancellation of contract".

The State Police will make all equipment repairs and replace equipment from damages not caused through negligence of the contractor or contractor's employees. The State Police shall furnish the contractor a full complement of dinnerware, flatware, and glassware for satisfactory service which the contractor will maintain. The contractor will assume full responsibility for any damage to equipment or premises it occupies caused by the negligence of its employees, excepting ordinary wear and tear. Hours required/menu preparation: Vendor shall be permitted access to the training academy at 6:00AM Monday through Friday.

Breakfast (Monday-Friday); lunch (Monday-Friday); Dinner (Monday-Thursday). Meals will be served:

Breakfast-8:00 AM sharp, Lunch-12:00 PM sharp, Dinner-6:00 PM sharp. There shall be no deviation from the above schedule unless contractor is informed by the commandant of the Training Academy. On occasion, box lunches will be required and notice will be given within a reasonable time for preparation.

Portions (minimum):

Protein/Meat: Breakfast - 6 oz. Lunch - 6 oz. Dinner - 8 oz.

Grain: Pasta or Rice - 8 oz. Potato - 4 oz.

Fruits/Vegetables - 1 cup/whole fruit

Meals shall include the following:

Breakfast: beverages (coffee, milk, 100 percent juice), protein, fruits, bread/grain-2 or 3 selections

Lunch: beverages (milk, 100 percent juice), entrée or sandwiches with protein, fruits, one of the following: salad, vegetable, potato or soup (weather permitting), and dessert

Dinner: beverages (milk, 100 percent juice), entrée - with protein and either pasta or potato/rice, vegetable, fruits, breads, salad or soup (weather permitting), dessert.

Peanut butter, jelly and sliced bread will be available at every meal.

The contractor will be required to provide alternate meal options and choices for recruits with special dietary needs. (i.e. food allergies, religious restrictions, vegetarian/vegan) These requirements will be provided to the contractor prior to the start of the academy.

Vendor is responsible for providing Gatorade. Bottled water will be provided by the Rhode Island State Police. The contractor will be responsible for juices and milk to be available at all meals. Recruits will not be limited as to the amounts consumed at each meal. There is a milk dispenser available for use that holds two milk canisters.

Billing of services: The contractor will supply a per person meal cost when the meal count is reduced due to a reduction in the recruit class, the price of the services will be reduced to reflect the change. The contractor will be notified at the beginning of each week when such a change takes place: The contractor will submit bills on a weekly basis to the Department of Public Safety – Central Management Office

Meal Planner 2200-2500 calories

Breakfast			
3 Grain	3 slices Toast	1.5 c oatmeal	Thomas's whole wheat bagel
2 Protein	2 eggs scrambled	2 slices turkey bacon	2T nut butter
0-1 fat	1 tsp margarine	1 tbsp nuts in oatmeal	1t nut butter
2 Fruit	1 small banana, 6oz OJ	2 tbsp raisins (in oats), 6oz juice	3/4c berries, 6oz juice
1 milk	1c low fat milk or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Lunch			
3 Grain	1 whole wheat roll, 1oz pretzels	12" pita bread	12" wrap, 1/2 cup pasta salad
2-3oz Protein	2oz chicken breast, 1 slice Swiss cheese	2oz ham, 1 slice cheese	3oz tuna
1-2 Fat	2T oil vinegar dressing	2 tsp mayo	2T light mayo
1-2 veggie	2 cups salad	1-2 cup veggie soup	Lettuce tomato
1 Fruit	Fruit cup or 6oz Juice	2 clementines or 6oz Juice	Small apple or 6oz Juice
1 milk	1c low fat milk or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Dinner			
4 Grain	1 cup rice, dinner roll	2 cups pasta	1 cup mashed potato (skim milk and margarine), small dinner roll
5-6oz Protein	5-6oz turkey meatloaf	3- 2oz turkey meatballs, 1/4 c shredded mozzarella**	4-5oz lean ground beef
2-3 Fat	1 Tbsp margarine for veggies	2 tsp Margarine on veggie	2 tsp margarine in potato
1 milk	1c low fat milk or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
2-3 Veggie	2 cup cooked broccoli	1/2 c pasta sauce, 1 cup cooked green beans	1 cup cooked carrots
1 fruit	4oz applesauce	17 frozen grapes	Lite fruit cup
Snack			
1 grain	1 cup pretzels	1/2 cup cereal	Granola bar

Meal Planner 2800-3000 calories

Breakfast			
3 Grain	3 frozen waffles with syrup	1.5 c cereal	Thomas's whole grain bagel
1-2 Protein	1-2 eggs	2-3 slices turkey bacon	2T nut butter
1-2 fat	2 tsp margarine on waffles	2 Tbsp nuts in cereal	1t nut butter
2 Fruit	3/4c berries, 6 oz juice	1 cup cantaloupe, 6oz juice	3/4c berries, 6oz juice
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Snack			
1 Fruit	banana	Apple	Peach
1 oz protein	1 Tbsp peanut butter	1 cheese stick	2 tbsp peanuts (trail mix)
Lunch			
4 Grain	1 whole wheat roll, 1 cup rice	2 cup brown rice	Whole wheat wrap (12-18"), baked chips
4oz Protein	3oz chicken breast, 1 slice swiss	4oz ground beef, 2T shredded cheddar	3oz tuna, slice cheese
2 Fat	2T oil vinegar dressing	2 t olive oil to sauté veggies	2T light mayo
1-2 veggie	2 cups salad	Sautéed peppers/ onions	Lettuce tomato
2 Fruit	Fruit cup, 6oz juice	2 clementines, 6oz juice	Apple, 6oz juice
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Snack			
1 Grain	Cliff bar	granola bar	Dry cereal
Dinner			
4 Grain	2 cups rice	2 cups pasta	1 cup mashed potato (skim milk and margarine), dinner roll
6-7oz Protein	6oz grilled chicken	3-4 2oz turkey meatballs	6oz turkey meatloaf***
3 Fat	1T margarine for veggies	1T Margarine on veggie	1T margarine in potato
2-3 Veggie	2 cup cooked broccoll	1/2 c pasta sauce, 1 cup cooked green beans	1 cup cooked carrots
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
1 fruit	6oz juice	6oz juice	6oz juice

Meal Planner 3300-3500 calories

Breakfast			
4 Grain	4 frozen waffles with syrup	2 c cereal	Thomas's whole grain bagel, ½ c cereal
1-2 Protein	1-2 eggs	2-3 slices turkey bacon	2T nut butter
1-2 fat	2 tsp margarine on waffles	2 Tbsp nuts in cereal	In nut butter
2 Fruit	¾c berries, 6 oz juice	1 cup cantaloupe, 6oz juice	¾c berries, 6oz juice
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Snack			
1 Fruit	banana	Apple	Peach
1 oz protein	1 Tbsp peanut butter	1 cheese stick	2 tbsp peanuts (trail mix)
Lunch			
4 Grain	1 whole wheat roll, 1 cup rice	2 cup brown rice	Whole wheat wrap (12-18"), baked chips
4oz Protein	3oz chicken breast, 1 slice swiss	4oz ground beef, 2T shredded cheddar	3oz tuna, slice cheese
2 Fat	2T oil vinegar dressing	2 t olive oil to sauté veggies	2T light mayo
1-2 veggie	2 cups salad	Sautéed peppers/ onions	Lettuce tomato
2 Fruit	Fruit cup, 6oz juice	2 clementines, 6oz juice	Apple, 6oz juice
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
Snack			
2 Grain	Cliff bar	2 small granola bars	1 cup dry cereal
Dinner			
5 Grain	2 cups rice, dinner roll	2 cups pasta, dinner roll	1.5 cup mashed potato (skim milk and margarine), dinner roll
8oz Protein	8oz grilled chicken	4 2oz turkey meatballs	8oz turkey meatloaf
3 Fat	1T margarine for veggies	1T Margarine on veggie	1T margarine in potato
2-3 Veggie	2 cup cooked broccoll	1/2 c pasta sauce, 1 cup cooked green beans	1 cup cooked carrots
1 milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk	1c low fat or Lactaid milk
2 fruit	6oz juice, fruit cup	6oz juice, cup of melon	6oz juice, banana
Snack			
Grain/ milk	Cup of frozen or regular yogurt	½-1 c cereal and milk	½ c trail mix

BOX 27.1 Suggestions for Increasing Calorie Intake (23)

- Choose nutrient-dense cereals such as granola, muesli, and Grape-Nuts. Top with nuts, sunflower seeds, bananas, or dried fruits, *milled flax seeds*
- Cook hot cereals with milk rather than water. Mix in powdered milk, margarine, peanut butter, nuts, wheat germ, or dried fruit, *milled flax seeds*
- Drink juices such as apple, cranberry, grape, pineapple, and apricot. To increase the caloric content of frozen juices, add less water than the directions indicate.
- Use fruits such as bananas, pineapple, raisins, dates, dried apricots, and other dried fruits rather than fruits with a high water content such as grapefruit, plums, and peaches.
- To increase the calories in milk, add 1/4 cup powdered milk to 1 cup of 2% milk, or add powdered beverage mixes such as Carnation Instant Breakfast, Ovaltine, and Nestle's Quik.
- Make homemade blender drinks such as milkshakes and fruit smoothies.
- Spread toast with generous amounts of peanut butter, margarine, jam, jelly, fruit preserves, or honey.
- Choose hearty, dense breads such as sprouted wheat and honey bran. Use thick slices for sandwiches. Stuff with tuna salad, chicken, or other fillings.
- Make canned soups more substantial by adding evaporated milk in place of water or regular milk, or add extra powdered milk. Garnish with parmesan cheese or croutons.
- Try bean dishes such as lentils, split pea soup, chili with beans, hummus, and limas.
- Sauté chicken or fish in canola or olive oil. Add sauces and breadcrumb toppings.
- Include higher-calorie vegetables such as peas, corn, carrots, winter squash, and beets. Top with margarine, slivered almonds, grated cheeses, or sauces. Try stir-frying vegetables in olive oil.
- Add cottage cheese, garbanzo beans, sunflower seeds, chopped nuts, raisins, croutons, and dressings made with olive oil to salads.
- Add extra margarine and powdered milk to mashed potatoes.
- Enjoy desserts such as oatmeal raisin cookies, fig bars, puddings, stewed fruit compotes, frozen yogurt, cornbread with honey, muffins, and fruit breads.
- Try healthful snacks such as fruit yogurt, low-fat cheese and crackers, peanuts, sunflower seeds, granola, pretzels, bagels with low-fat cream cheese and jelly, and peanut butter crackers.

Adapted by permission. Clark N. Nancy Clark's *Sports Nutrition Guidebook*, 2nd ed. Champaign, Ill: Human Kinetics; 1997:292-294.

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

TERMS AND CONDITIONS OF PRICING AGREEMENT

SCOPE AND LIMITATIONS - This Agreement covers requirements as described herein, ordered by State agencies during the Agreement Period. No additional or alternative requirements are covered, unless added to the Agreement by formal amendment by the State Purchasing Agent or his designee.

Under State Purchasing Law, 37-2-54, no purchase or contract shall be binding on the state or any agency thereof unless approved by the department [of administration] or made under general regulations which the chief purchasing officer may prescribe. Under State Purchasing Regulation 8.2.1.1.2, any alleged oral agreement or arrangements made by a bidder or contractor with any agency or an employee of the Office of Purchases may be disregarded and shall not be binding on the state.

PRODUCT ACCEPTANCE - All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality unless otherwise specified by the State. The State reserves the right to reject all nonconforming goods, and to cause their return for credit or replacement, at the State's option.

- a) Failure by the state to discover latent defect(s) or concealed damage or non-conformance shall not foreclose the State's right to subsequently reject the goods in question.
- b) Formal or informal acceptance by the State of non-conforming goods shall not constitute a precedent for successive receipts or procurements.

Where the vendor fails to cure the defect promptly or replace the goods, the State reserves the right to cancel the Release, contract with a different vendor, and to invoice the original vendor for any differential in price over the original contract price.

ORDER AUTHORIZATION AND RELEASE AGAINST PRICING AGREEMENT

In no event shall the Vendor deliver goods or provide service until such time as a duly authorized release document is certified by the ordering Agency.

State Agencies shall request release as follows: All releases shall reference the Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein.

A Department Purchase Order (DPO) listing the items ordered shall be created by the agency. The agency may mail or fax a copy of the order to the Vendor. In some cases the agency may request delivery by telephone, but must provide the Vendor with a DPO Order Number reference for billing purposes. Vendors are encouraged to require written orders to assure payments are processed accurately and promptly.

DELIVERY If this is an MPA, Vendor will obtain "ship to" information from each participating agency. This information will be contained in the DPO. APA delivery information will be contained in the Notice of Award.

PRICING - All pricing shall be as described herein, and is considered to be fixed and firm for the term of the Agreement, unless specifically noted to the contrary herein. All prices include prepaid freight. Freight, taxes, surcharges, or other additional charges will not be honored unless reflected herein.

INVOICING All invoices shall reference the DPO Order Number(s), Price Agreement number, the Contract Issue number, the item(s) covered, and the unit pricing in the same format as described herein. If this is an MPA, Vendor will obtain "bill to" information from each participating agency. This information will be contained in the DPO. APA billing information will be contained in the Notice of Award.

PAYMENT - Invoices for items not received, not priced according to contract or for work not yet performed will not be honored. No payment will be processed to any vendor for whom there is no IRS W-9 on file with the State Controller.

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 should be attached to the front of the offer. Each bid proposal must be submitted in a separate sealed envelope with the bidder's name and address and the specific "Solicitation Number," "Solicitation Title," and the "Bid Proposal Submission Deadline" marked in the upper left-hand corner of the envelope.

The bid proposal must be delivered (via mail, messenger service, or personal delivery) to the Division of Purchases and date-stamped/receipted by the date and time specified for the bid proposal submission deadline. Bidders should mail bid proposals sufficiently in advance of the bid proposal submission deadline to ensure timely delivery to the Division of Purchases or, when delivering a bid proposal in person or by messenger, should allow additional time for parking and clearance through security checkpoints. Bid proposals must be addressed to:

Rhode Island Department of Administration

Division of Purchases, 2nd Floor

One Capitol Hill, Providence, RI 02908-5855

Bid proposals that are not received by the Division of Purchases by the bid proposal submission deadline for whatever reason will be deemed late and will not be considered. The submission time will be determined by the time clock in the Division of Purchases. Postmarks will not be considered proof of timely submission.

Bid proposals in electronic format are not accepted at this time.

At the bid proposal submission deadline, bid proposals will be opened and read aloud in public.

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.

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.

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.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

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.

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