



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 # 7596643

BID TITLE: SLIP-ON SNEAKERS/SHOWER SANDALS – DOC

SUBMISSION DEADLINE: 09/27/18 AT 10:00 AM (EST)

PRE-BID CONFERENCE:

NO

YES _____

Buyer Name: Talia Haley

Title: Buyer I

QUESTIONS concerning this solicitation must be received by the Division of Purchases at doa.purquestions2@purchasing.ri.gov no later than **September 5, 2018 @ 4:00 PM (EST)**.

Questions should be submitted in a *Microsoft Word attachment*. Please reference the **RFQ Bid #7596643** 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



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The Rhode Island Department of Administration, Division of Purchases, on behalf of Department of Corrections is seeking competitive proposals for slip-on sneakers/shower sandals in accordance with the described conditions and specifications herein, and in accordance with the terms of the Request and the State's General Conditions of Purchase (available at www.purchasing.ri.gov).

BLANKET TERMS: September 1, 2018 – June 30, 2021

FY19: September 1, 2018 – June 30, 2019

FY20: July 1, 2019 – June 30, 2020

FY21: July 1, 2020 – June 30, 2021

- Vendors are required to complete Bid Form provided and submit with their proposal.
- This bid needs to be detailed and priced on a per-line basis.
- All merchandise offered or otherwise provided shall be new, of prime manufacture, and of first quality. **Quantities per size, per fiscal year to be provided after the bid is awarded.**
- Specifications for slip-on sneakers are located on page 4 and slip-on sandals is on page 5. Award will be based on the proposal which meets or exceeds the specifications, if determined that that offer has the capabilities and functionality for the solicitation specifications.
- If bidding on items other than those specified, the bidder must, in every instance, give the trade designation of the article, manufacturer's name and detailed specifications of the item the bidder proposes to furnish; otherwise, the bid will be construed as submitted on the identical commodity described in the detailed specifications. The Purchasing Agent reserves the right to determine whether or not the item submitted is the approved equal the detailed specifications. The State reserves the right not to award to lowest bid if deemed "not equal" and make an award in its best interest.
- 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.**

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

- Submission instruction is as follows:
 - Bidders are instructed to submit pricing **ONLY** in excel on the Electronic Based Excel File OR print the provided bid form in the same excel format and manually enter pricing.



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- If you choose to submit on the on the Electronic Based Excel File, please submit a DISC (CD) copy of your bid form in the same excel format provided. ***Please make sure that disk is completed and not blank before submitting***
- A Bidder may choose not to submit a disc-based file. If so, please print and complete required bid form in **ink, clearly and legible** and submit a hard copy with proposal.

DELIVERY ADDRESS:

CDC/Annex Building
9 Power Road
Cranston, RI 02920

- **DO NOT SUBMIT SAMPLE WITH BID SUBMISSION.** Buyer, after bid opening, may instruct (3) lowest bidders to submit samples.
- All footwear will be inspected at point of delivery and The State reserves the right to reject upon inspection.
- All packages delivered must be marked on the side with the name of the commodity, size, color and count.

State of Rhode Island Department of Corrections



Specification

Heavy Duty Step-Ins

Date: 9/8/14

1. **Classifications and Scope:**

1.1 This specification covers Men's and Women's slip on sneakers as described herein.

1.2 **Material:** Slip-on's shall be made of heavyweight canvas uppers. They shall have a fully cushioned and sewn in sole. Slip-on's shall have a slip-resistant non marking sole.

1.3 **Color:** Navy blue, Orange or as ordered.

1.4 **Sizes:** Men's sizes five (5) – sixteen (16).

2. **Applicable Documents:**

2.1 **Comparable Items:** Bob Barker Style #: 155NV; Charm-Tex Style #: F/MSO-NV; Goaltex Corp Style #: TWGR-N; Goldwater Ind Style #: W9922L.

3. **Requirements:**

3.1 **Special Requirements:** Slip-on's being ordered by the R. I. Department of Corrections cannot have metal shanks, metal eyelets or shoe laces. Insole must be sewn in to prevent removal.

3.2 **Style:** Low cut slip-on's.

3.3 **Construction:** Slip-on's shall be made of heavyweight industrial canvas material uppers with a minimum weight of 7 oz. Insoles shall be sewn in and fully cushioned. Insoles shall not be removable. Soles shall be made of slip-resistant, non-marking rubber.

3.4 **Label:** Slip-ons shall have a permanent brand and size label.

3.5 **Workmanship:** Slip-ons shall be first class and manufactured in accordance with good commercial practices and shall be cleanly finished and well made with no defective stitching, raw edges or loose threads.

4. **Sampling, Inspection, and Test Procedures:**

4.1 **Inspections:** Slip-ons will be inspected at the point of delivery. The State reserves the right to reject upon inspection.

5. **Preparation for Delivery:**

5.1 **Packaging:** Unless otherwise specified, commercial packages will be acceptable under this specification.

5.2 **Marking:** Unless otherwise specified, all packages must be marked on the side with the name of the commodity, the size, color and count.

6. **Bid Samples:** Buyer, subsequent to bid opening, may instruct (3) lowest bidders to submit samples. Samples shall not be submitted with bid.

These specifications shall, until revised or rescinded, apply to each future purchase and contract for the commodity described herein.

State of Rhode Island Department of Corrections



Specification

Versatile Slip-on PVC Shower Sandals

Date: 9/8/14

1. **Classifications and Scope:**

1.1 This specification covers Men's and Women's slip on PVC Shower Sandals as described herein.

1.2 **Material:** Slip-on's shall be made of PVC material. They shall have a one-piece construction for flexibility. Slip-on's shall have a slip-resistant non marking and cushioned sole.

1.3 **Color:** White, Orange or as ordered.

1.4 **Sizes:** Male/ Female sizes five (5) – fourteen (14).

2. **Applicable Documents:**

2.1 **Comparable Items:** Bob Barker Style #: 80302 & 80319; Charm-Tex Style #: F/SHOWERBR & F/SHOWEROR.

3. **Requirements:**

3.1 **Special Requirements:** Slip-on Sandals being ordered by the R. I. Department of Corrections cannot have metal shanks.

3.2 **Style:** Fit for both men and women. Must have non-skid sole with a one piece construction.

3.3 **Construction:** Slip-on's shall be made of PVC material and fully cushioned soles. Soles shall be made of slip-resistant, non-marking PVC material.

3.4 **Label:** Slip-ons shall have a permanent brand and size label or imprint.

3.5 **Workmanship:** Slip-ons shall be first class and manufactured in accordance with good commercial practices and shall be cleanly finished and well made with no defective material.

4. **Sampling, Inspection, and Test Procedures:**

4.1 **Inspections:** Slip-ons will be inspected at the point of delivery. The State reserves the right to reject upon inspection.

5. **Preparation for Delivery:**

5.1 **Packaging:** Unless otherwise specified, commercial packages will be acceptable under this specification.

5.2 **Marking:** Unless otherwise specified, all packages must be marked on the side with the name of the commodity, the size, color and count.

6. **Bid Samples:** Buyer, subsequent to bid opening, may instruct (3) lowest bidders to submit samples. Samples shall not be submitted with bid.

These specifications shall, until revised or rescinded, apply to each future purchase and contract for the commodity described herein.

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

BID ALL ITEMS

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

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

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.

INSURANCE REQUIREMENTS (ADDITIONAL)

ANNUAL RENEWAL INSURANCE CERTIFICATES FOR WORKERS' COMPENSATION, PUBLIC LIABILITY, PROPERTY DAMAGE INSURANCE, AUTO INSURANCE, PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS), BUILDER'S RISK INSURANCE, SCHOOL BUSING AUTO LIABILITY, ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL), VESSEL OPERATION (MARINE OR AIRCRAFT) PROTECTION & INDEMNITY, ETC., MUST BE SUBMITTED TO THE SPECIFIC AGENCY IDENTIFIED IN THE "SHIP TO" SECTION OF THE PURCHASE ORDER. CERTIFICATES ARE ANNUALLY DUE PRIOR TO THE BEGINNING OF ANY CONTRACT PERIOD BEYOND THE INITIAL TWELVE-MONTH PERIOD OF A CONTRACT. FAILURE TO PROVIDE ANNUAL INSURANCE CERTIFICATION MAY BE GROUNDS FOR CANCELLATION.

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.

NON-COMPLIANCE - SPECIFICATION

THE PRODUCT(S) PROVIDED BY VENDORS WILL BE SUBJECT TO RANDOM TESTING. IF THE PRODUCT DOES NOT MEET SPECIFICATION, THE VENDOR WILL BE RESPONSIBLE FOR ADMINISTRATIVE COSTS, LAB TESTING AND PERSONNEL COSTS. NON-COMPLIANCE OF THE PRODUCT TO THE BID SPECIFICATION WILL RESULT IN THE REVOCATION OF THE CONTRACT/PURCHASE ORDER.

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 ordered 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 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.

SAMPLE DELIVERY

SAMPLE(S) MUST BE DELIVERED TO THIS OFFICE ON OR BEFORE OPENING DATE AND TIME.

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.