



## SOLICITATION INFORMATION

**Date: February 12, 2019**

**RFQ #7598593**

**TITLE: 90 EACH OF TA-50 EQUIPMENT STORAGE METAL LOCKERS – DOC**

**SUBMISSION DEADLINE: MARCH 14, 2019 10:00 AM (Eastern Time)**

Questions concerning this solicitation may also be e-mailed to the Division of Purchases at [Robert.DeAngelis@purchasing.ri.gov](mailto:Robert.DeAngelis@purchasing.ri.gov) no later than **March 1, 2019 4:00 PM (Eastern Time)**. Please reference the **RFQ #7598593** on all correspondence. Questions received, if any, will be answered and posted on the Internet as an addendum to this solicitation. It is the responsibility of all interested parties to download this information.

<b>SURETY REQUIRED: No</b>
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<b>BOND REQUIRED: No</b>
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Vendors must register on-line at the State Purchasing Website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

**NOTE TO VENDORS:**

**Offers received without the entire completed three-page RIVIP Generated Bidder Certification Form attached may result in disqualification.**

**THIS PAGE IS NOT A BIDDER CERTIFICATION FORM**

**INSTRUCTIONS AND NOTIFICATIONS TO OFFERERS:**

The Rhode Island Department of Administration/Division of Purchases, on behalf of the **Department of Corrections** is soliciting quotes for Ninety (90) TA-50 Style Equipment Storage Metal Lockers from qualified vendors in accordance with the terms of this Request for Quote (RFQ), Bid Specifications Form and the State's General Conditions of Purchase.

This solicitation, and subsequent award, is governed by the State's General Conditions of Purchase, which is available at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

To access the State's General Conditions of Purchase, enter our website, click on RIVIP, then click on General Information and then click on Rules and Regulations. Once the Rules and Regulations are displayed, scroll to the bottom of the page and double click on Appendix A, which contains the State's General Conditions of Purchase.

Potential Offerers are advised to review all sections of this solicitation carefully and to follow instructions completely, as failure to make a complete submission as described elsewhere herein may result in rejection of the proposal.

Alternative approaches and/or methodologies to accomplish the desired or intended results of this procurement are solicited. However, proposals which depart from or materially alter the terms, requirements, or scope of work defined by this Request will be rejected as being non-responsive.

All costs associated with developing or submitting a quote in response to this Request, or to provide oral or written clarification of its content shall be borne by the offeror. The State assumes no responsibility for these costs.

**Quotes are considered to be irrevocable for a period of not less than sixty (60) days following the opening date, and may not be withdrawn, except with the express written permission of the State Purchasing Agent.**

All pricing submitted is to be considered fixed, unless otherwise indicated herein.

Quotes misdirected to other State locations or which are otherwise not present in the Office of Purchases at the time of opening for any cause will be determined to be late and will not be considered.

It is intended that an award pursuant to this request will be made to a prime contractor, who will assume responsibility for all aspects of the work. Joint venture and cooperative quotes will not be considered, but subcontractors are permitted, provided that their use is clearly indicated in the OFFERER's quote, and that the subcontractor(s) proposed to be used are identified in the proposal.

In accordance with Title 7, Chapter 1.1 of the General Laws of Rhode Island, no foreign corporation, a corporation without a Rhode Island business address, shall have the right to transact business in the state until it shall have procured a Certificate of Authority to do so from the Rhode Island Secretary of State (401-222-3040). *This is a requirement only of the selected vendor(s).*

Bidders are advised that all materials submitted to the State of Rhode Island for consideration in response to this Letter of Interest/Request for Quote will be considered to be public record, as defined in Title 38 Chapter 2 of the Rhode Island General Laws, without exception, and will be released for inspection immediately upon request, once an award has been made.

Interested parties are instructed to peruse the Division of Purchases website on a regular basis, as additional information relating to this solicitation may be released in the form of an addendum to this RFQ .

The offeror should be aware of the State's Minority Business Enterprise (MBE) requirements, which addresses the State's goal of ten per cent (10%) participation by MBE's in all State procurements. For further information, contact the MBE Administrator, at (401) 222-6253 or visit the website at <http://www.rimbe.org>

Awards resulting from this Request will be subject to the State's General Conditions of Purchase, which are available through the Internet at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

Questions, in **Microsoft Word Format**, concerning this solicitation, may be e-mailed to the Division of Purchases at [Robert.DeAngelis@purchasing.ri.gov](mailto:Robert.DeAngelis@purchasing.ri.gov) no later than the date & time indicated on page 1 of this solicitation. Please reference **RFQ #7598593** on all correspondence.

Responses to questions received, if any, will be provided, as an Addendum to this RFQ, and posted on the Rhode Island Division of Purchases website at [www.purchasing.ri.gov](http://www.purchasing.ri.gov) It is the responsibility of all interested OFFERERS to download this additional information. *If technical assistance is required to download, call the Help desk at (401) 222-2142, ext. 134.*

Requests for Quotes to provide the required goods must be received by the Division of Purchases **on or before MARCH 14, 2019 10:00 AM (EDT)**. Responses should be mailed or hand-delivered in a sealed envelope marked “**RFQ # 7598593**” to:

By Courier:

RI Dept. of Administration  
Division of Purchases, 2<sup>nd</sup> floor  
One Capitol Hill  
Providence, RI 02908-5855

By Mail:

RI Department of Administration  
Division of Purchases  
P. O. Box 6528  
Providence, RI 02940-6528

NOTE: Quotes received after the above-referenced due date and time will not be considered. Quotes misdirected to other State locations or which are otherwise not presented in the Division of Purchases by the scheduled due date and time will be determined to be late and will not be considered. Quotes faxed, or emailed, to the Division of Purchases will not be considered. The “official” time clock is located in the reception area for the Division of Purchases. **(Please be advised that FedEx/UPS do not always arrive by 10:30 am, you would be smart to send your submission to arrive at least one day early)**

#### RESPONSE CONTENTS

Responses must include the following:

A completed and signed three-page RIVIP generated bidder certification cover sheet (downloaded from the RI Division of Purchases Internet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov)).

A statement of experience describing the Offeror’s background, qualification, and experience with similar goods and all information described elsewhere in this solicitation.

A completed and signed W-9 Form downloaded from the RI Division of Purchases Internet home page at [www.purchasing.ri.gov](http://www.purchasing.ri.gov).

A completed Bid Specifications Form with vendor contact information and bid price.

A detailed drawing or photograph showing the locker open and closed with the specifications.

#### TRANSPORTATION REQUIREMENTS

Department of Corrections to coordinate delivery with awarded vendor.

No cell phones allowed on Department of Corrections property.

All personnel will require a BCI check (to be done by the Department of Corrections).

Review the attached Rhode Island Department of Corrections Policies and Procedures.

## BID SPECIFICATIONS FORM

### 90 Each of TA-50 Metal Equipment Storage Locker

<b>Questions Closing Date:</b>	<b>MARCH 1, 2019</b>	<b>Time:</b>	<b>4:00 PM (Eastern Time)</b>	
<b>Bid Opening Date:</b>	<b>MARCH 14, 2019</b>	<b>Time:</b>	<b>10:00 AM (Eastern Time)</b>	<b>Vendor Indicate Compliance Yes/No</b>
<b>RI-FANS Requisition #: 1593637 (agency use only)</b>			<b>Solicitation #: 7598593</b>	

SPECIFICATIONS	FOR VENDOR USE ONLY TO INDICATE COMPLIANCE	
TO INDICATE COMPLIANCE	↓ Yes/No	↓ Specify Alternative (if responding no)
<b>1. All steel metal construction fully framed as follows:</b>		
<b>a. Minimum 18-gauge steel solid back.</b>		
<b>b. Minimum 16-gauge steel solid top and bottom.</b>		
<b>c. Minimum 14-gauge steel on all four sides on base.</b>		
<b>d. Minimum 16-gauge perforated steel or 12-gauge 1 ½ inch square welded wire on doors and sides.</b>		
<b>2. Overall size 42" wide x 24" deep x 78" high.</b>		
<b>3. Doors and sides to be vented with perforated or welded wire steel.</b>		
<b>4. Double center opening doors with outside hasp padlock locking system on the outside as follows:</b>		
<b>a. Three (3) point locking system, latching rod engages top and bottom edge of door frame with center latch to engage door frame.</b>		
<b>b. Minimum of three 3 ½ inch butt style hinges or continuous piano style hinge on each door.</b>		
<b>5. Full length solid top shelf located 12 inches down from top.</b>		

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SPECIFICATIONS	FOR VENDOR USE ONLY TO INDICATE COMPLIANCE	
	↓ Yes/No	↓ Specify Alternative (if responding no)
TO INDICATE COMPLIANCE		
6. Center divider from top shelf to bottom platform either vented or solid metal.		
7. Solid side shelf on left side of divider 36 inches from bottom.		
8. Galvanized clothes hanger bar for uniforms and armored vests on right side of divider.		
9. Inside door mirror on left door as follows:		
a. Minimum size 12 inches wide by 16 inches long.		
10. Inside door hook on right door.		
11. Lockers to be numbered CERT 1 through CERT 90 on outside right door on all 90 lockers.		
12. Powder coated finish in dark or medium gray color.		
13. Lockers to be fully assembled or ready to assemble including all parts, instructions and galvanized hardware for assembly.		
14. Lockers to include a Lifetime Warranty from the manufacturer and vendor.		
15. All pricing to include shipping to destination per Transportation Requirements.		
16. Detailed drawing or photo showing the locker open and closed with specifications.		
<b>Vendor Name:</b>  <b>Address:</b>  <b>Contact:</b> <b>Phone:</b> <b>Email:</b>		<b>Total Bid Price Inclusive of the Specifications for All Ninety (90) Lockers:</b>