

Request for Quote

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

CREATION DATE : 06-MAR-19
BID NUMBER: 7598670
TITLE: Tent Rentals for Events at RIC

BLANKET START : 01-APR-19
BLANKET END : 30-JUN-21
BID CLOSING DATE AND TIME:01-APR-2019 10:30:00

BUYER: Nadeau, Jonathan
PHONE #: 401-574-8133

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RIC-PURCHASING
600 MOUNT PLEASANT AVENUE
PROVIDENCE, RI 02908
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RIC-PURCHASING
600 MOUNT PLEASANT AVENUE
PROVIDENCE, RI 02908
US

Requisition Number: 1599786

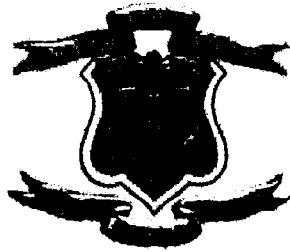
Note to Bidders: QUESTIONS about this solicitation must be emailed and received by the Division of Purchases at jonathan.nadeau@purchasing.ri.gov no later than Friday March 15, 2019 4:00 PM, in a Microsoft Word attachment with the corresponding solicitation number. Questions, if any, and responses will be posted on the Division of Purchases website at www.purchasing.ri.gov as an addendum to this solicitation

| Line | Description | Quantity | Unit | Unit Price | Total |
|------|--|----------|------|------------|-------|
| 1 | TENT RENTALS FOR EVENTS AT RIC PER ATTACHED SPECIFICATIONS FOR THE PERIOD 4/1/19 - 6/30/21 | 1.00 | 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



Solicitation # 7598670

Tent Rentals for Events at Rhode Island College

Rhode Island College (RIC) is seeking to furnish tents, as well as providing set-up and break-down services from various events held on the RIC Campus.

Specifications:

1. Tent fabric is to be free from punctures and tears and impervious to rain and be in good and very clean condition upon set up.
2. Tent and side wall fabric is to be clean, colorful, bright, and in excellent condition.
3. Interior poles are to have rain tight caps installed over the tops. All tents shall have water barrel installations. Stakes are not permitted.
4. Each tent shall have clear side panels provided for all four tent walls if desired by agency.
5. All guy ropes are to be sufficiently taut to ensure that lifting does not occur in the event of high winds and the tent shall have sixty mile per hour (60 mph) wind load capacity. The contractor must specify in writing a maximum wind velocity that the manufacturer and installer feel is safe for the use of the tent.
6. The contractor shall also provide guidance on how to proceed in the event of a lightning storm.
7. The contractor must take care in driving on sidewalks and grassy areas. Any damage will be billed back to the contractor. The contractor is also responsible for any damage caused by company vehicles or personnel.
8. Upon completion of the installation, the tent is to be inspected by a representative of Rhode Island College and the installation foreman.

9. The contractor must meet all current State and Federal Fire safety codes for tent use and will pull any required state or local permits and licenses.
11. The contractor must supply sufficient fire extinguishers as directed by the fire code NFPA 125.2.5
12. The contractor shall provide a flame resistance certificate or a notarized letter confirming tent complies with NFPA 701 standards.
13. The vendor must be able to respond in the case of an emergency.
14. All tent canopies shall meet current fire safety rating.
15. All tents shall have Exit signs set up and removed for each rental period and emergency lighting.
16. Contractor shall provide a flame resistant certificate confirming tent complies with NFPA 701 standards.

Bid Submission Instructions

For vendor convenience an Electronic Based File is attached that includes an Excel Spreadsheet for submission of vendor quotes for this solicitation. No USB drives will be accepted.

Submission instruction is as follows:

Please submit a DISC copy of your quotes in the same excel format provided.

Bidders are suggested to submit pricing in excel on the Electronic Based Excel File.

Once Disc Based File is completed submit an electronic version in Excel on a disc. Also submit a printed signed hard copy of your Excel spread sheet.

To summarize: Bidders may submitting a disc (CD) copy of quotes in Excel format plus a hard (paper) copy of Excel Request for Quote. No USB drives accepted.

A bidder may choose not to submit a disc based file. If so please complete Price Sheet in ink, clearly and legible and submit hard copy with proposal.

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.

End.

| Solicitation # 7598670 | | | | |
|--|--|-----|------------|-------------|
| Titled: TENT RENTALS - RHODE ISLAND COLLEGE | | | | |
| Blanket Dates: April 1, 2019 to June 30, 2021 | | | | |
| Pricing Sheet | | | | |
| ITEM | DESCRIPTION | Qty | DAILY RATE | WEEKLY RATE |
| 1 | 10' X 10' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 2 | 10' X 20' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 3 | 20' X 20' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 4 | 20' X 30' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 5 | 30' X 40' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 6 | 30' X 60' Frame tent, Color = White | 1 | | |
| | Set Up & Breakdown, Water barrel installation | | | |
| | including delivery charge | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| | T | | | |
| 7 | Supply & Install Window Style Sidewalls per linear foot | 1 | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| | Total | | | |
| 8 | Chandelier, 5 Globe, to include Set Up & Breakdown | 1 | | |
| | Price per Chandelier | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 9 | Theater lighting, 500 Watt Cans, to include Set Up & Breakdown. Price per Each Can Light | 1 | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| 10 | Streamer Lighting, to include Set Up & Breakdown | 1 | | |
| | Price per foot of lighting | | | |
| | 4/1/19 - 6/30/19 | | \$ | \$ |
| | 7/1/19 - 6/30/20 | | \$ | \$ |
| | 7/1/20 - 6/30/21 | | \$ | \$ |
| Notes: All tent canopies shall meet current fire safety rating, be in good and very clean condition upon set up. | | | | |
| All water barrels shall be covered with fitted white vinyl covers in good, very clean condition. | | | | |
| All tents shall have sufficient fire extinguishers and Exit signs set up and removed for each rental period. | | | | |

Contract Terms and Conditions

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Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

AWARD

THE STATE, AT ITS SOLE DISCRETION, SHALL RESERVE THE RIGHT TO MAKE ONE OR MULTIPLE AWARDS FOR THIS REQUIREMENT AND/OR TO REJECT ANY OR ALL BIDS.

CAMPAIGN FINANCE COMPLIANCE

CAMPAIGN FINANCE: In accordance with RI General Law 17-27-2, Every person or business entity providing goods or services of \$5,000 or more, and has in the preceding 24 months, contributed an aggregate amount in excess of \$250 within a calendar year to any general officer, or candidate for general office, any member, or candidate for general assembly, or political party, is required to electronically file an affidavit regarding political contributions at:

<https://secure.ricampaignfinance.com/RhodeIslandCF/Public/VendorAffidavit.aspx>

ARRA SUPPLEMENTAL TERMS AND CONDITIONS

For contracts and sub-awards funded in whole or in part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto, such contracts and sub-awards shall be subject to the Supplemental Terms and Conditions For Contracts and Sub-awards Funded in Whole or in Part by the American Recovery and Reinvestment Act of 2009. Pub.L.No. 111-5 and any amendments thereto located on the Division of Purchases website at www.purchasing.ri.gov.

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.

For all Purchase Orders issued on behalf of the University of Rhode Island, Community College of Rhode Island, and Rhode Island College, vendors will receive a confirming order from the respective entity prior to proceeding.

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

INSPECTION REQUIREMENTS

BIDDERS ARE RESPONSIBLE FOR INSPECTION OF EQUIPMENT AND/OR LOCATION, TAKING MEASUREMENTS* WHEN REQUIRED, AND MAKING THEMSELVES AWARE OF THE TOTAL REQUIREMENT BEFORE SUBMITTING A BID. *MEASUREMENTS PROVIDED WITH ANY BID ARE FOR REFERENCE PURPOSES AND ARE NOT GUARANTEED TO BE COMPLETELY ACCURATE.

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.

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 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.

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.