



# Request for Quote

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

CREATION DATE : 24-MAY-19  
 BID NUMBER: 7598819  
 TITLE: EMT BASIC TRAINING SERVICES - DAVIES  
 BID CLOSING DATE AND TIME: 27-JUN-2019 11:00:00

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

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 DOA CONTROLLER  
 ONE CAPITOL HILL, 4TH FLOOR  
 SMITH ST  
 PROVIDENCE, RI 02908  
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 WILLIAM M DAVIES CAREER & TECH HS  
 50 JENCKES HILL RD  
 LINCOLN, RI 02865  
 US

Requisition Number: 1608729

Note to Bidders: Questions concerning this solicitation may be e-mailed to the Division of Purchases at [jonathan.nadeau@purchasing.ri.gov](mailto:jonathan.nadeau@purchasing.ri.gov) no later than June 20, 2019 at 5pm. Please reference the RFQ number 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.ridop.ri.gov](http://www.ridop.ri.gov)). It is the responsibility of all interested parties to download this information.

Line	Description	Quantity	Unit	Unit Price	Total
2	9/1/2019 - 8/31/2020 - TRAINING PRICE PER STUDENT	1.00	Each		
3	9/1/2020 - 8/31/2021 - TRAINING PRICE PER STUDENT	1.00	Each		
4	9/1/2021 - 8/31/2022 - TRAINING PRICE PER STUDENT	1.00	Each		
5	9/1/2022 - 8/31/2023 - TRAINING PRICE PER STUDENT	1.00	Each		
6	9/1/2023 - 8/31/2024 - TRAINING PRICE PER STUDENT	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

William M. Davies, Jr. Career & Technical High School

Request for Quote (RFQ) – Bid # 7598819

**EMT BASIC TRAINING SERVICES - DAVIES**

September 1, 2019 to August 31, 2020 (with option for four annual renewals)

Davies High School is a state owned and operated career and technical school serving students in grades 9 – 12. Beginning in the Fall of 2019, Davies will be adding EMT-Basic training into the curriculum of its Health Careers program. As a result, training services are needed for EMT-Basic skills so that students are provided all materials and necessary training to qualify them to take the State and National NREMT-Basics licensure testing (upon reaching the minimum requisite age).

**The successful respondent must have the ability to meet and provide the following:**

1. Provide EMT-Basic training for approximately twenty (20) Health Careers Students. Classes are to take place at Davies School. The school's scheduling is such that the training is expected to be needed from October 2019 to May 2020. Additionally, the training services are anticipated to take place every Tuesday, Wednesday and Thursday between the hours of 8:00 am and 12:00 pm during all weeks that school is in session. The training would take place in periods/blocks as per normal high school class structure. It must be noted that the schedule can vary based on overall school course scheduling.
2. The successful respondent must be able to provide staff to perform the training that possess valid current registration status as an EMT-Basic trainer with the RI Department of Health.
3. All students are to be provided textbooks and all other manuals or books that are integral and utilized in instruction as part of the EMT-Basic training program.
4. Additionally, all students are to be trained for a Basic Life Support certification (any fees associated with this certification are to be included within the total "per student" training fee.

**Potential Bidders must also answer the following questions:**

1. Is there a minimum number of students you require to provide the training?
2. What minimum number of hours must be provided to insure students have met the requirements to take the state and national NREMT-basics licensure testing?

**Pricing and Proof of Certifications:**

The price per student will include the following: Instructor, book(s), Basic Life Support certification card and class-related materials. The price will be all inclusive. No other charges will be allowed.

The successful bidder must provide proof of certifications required to provide training.

**Blanket Terms:**

The initial contract period will begin approximately September 1, 2019 for one year. The contract may be renewed for up to four additional 12-month periods based on vendor performance and the availability of funds.

**Proposal Submission:**

Interested vendors must submit proposals to provide the goods and/or services covered by this RFQ on or before the date and time listed on the cover page of this solicitation. Responses received after this date and time, as registered by the official time clock in the reception area of the Division of Purchases, shall not be accepted.

Proposals should be mailed or hand-delivered in a sealed envelope marked “**RFQ# 7598819**” to:

RI Department of Administration, Division of Purchases, 2<sup>nd</sup> Floor, One Capitol Hill, Providence, RI 02908-5855

NOTE: Proposals received after the above-referenced due date and time shall not be accepted. Proposals misdirected to other State locations or those not presented to the Division of Purchases by the scheduled due date and time shall be determined to be late and shall not be accepted. Proposals faxed, or emailed, to the Division of Purchases shall not be accepted. The official time clock is in the reception area of the Division of Purchases.

**Contract Terms and Conditions**

**Table of Contents**

Terms and Conditions.....II  
    BID STANDARD TERMS AND CONDITIONS .....II  
    TERMS AND CONDITIONS FOR THIS BID .....II  
    RIVIP INFO - BID SUBMISSION REQUIREMENTS .....II  
    PURCHASE AGREEMENT BID .....II

**Terms and Conditions**

**BID STANDARD TERMS AND CONDITIONS**

**TERMS AND CONDITIONS FOR THIS BID**

**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.**

**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