



Request for Quote

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

BUYER: Cowell Jr, John A
 PHONE #: 401-574-8114

CREATION DATE : 24-APR-09
 BID NUMBER: 7243881
 TITLE: COURIER SERVICES
 BLANKET START : 01-JUL-09
 BLANKET END : 30-JUN-12
 BID CLOSING DATE AND TIME: 14-MAY-2009 11:30:00

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 DOA CONTROLLER
 ONE CAPITOL HILL, 4TH FLOOR
 SMITH ST
 PROVIDENCE, RI 02908
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 DHS-ORS DISABILITY DETERMINATION
 40 FOUNTAIN ST, 6TH FLOOR
 PROVIDENCE, RI 02903
 US

Requisition Number: 1127674

Line	Description	Quantity	Unit	Unit Price	Total
1	BLANKET REQUIREMENTS: 7/1/09 - 6/30/12 COURIER SERVICE BETWEEN DISABILITY DETERMINATION SERVICES AND FIVE SOCIAL SECURITY FIELD OFFICES: PICK-UP WITH DELIVERY TWICE DAILY AT DDS (AM & PM). SEE ATTACHED DOCUMENT FOR SCHEDULE. APPROX. PERIOD OF RELEASE (7/01/2009 - 6/30/2010)	260.00	Day		
2	COURIER SERVICE BETWEEN DISABILITY DETERMINATION SERVICES AND FIVE SOCIAL SECURITY FIELD OFFICES: PICK-UP WITH DELIVERY TWICE DAILY AT DDS (AM & PM). SEE ATTACHED DOCUMENT FOR SCHEDULE. APPROX. PERIOD OF RELEASE (7/01/2010 - 6/30/2011)	260.00	Day		
3	COURIER SERVICE BETWEEN DISABILITY DETERMINATION SERVICES AND FIVE SOCIAL SECURITY FIELD OFFICES: PICK-UP WITH DELIVERY TWICE DAILY AT DDS (AM & PM). SEE ATTACHED DOCUMENT FOR SCHEDULE. APPROX. PERIOD OF RELEASE (7/01/2011 - 6/30/2012) * VENDOR MUST PROVIDE A SURITY BOND ON ALL COURIERS. * VENDOR MUST PROVIDE PROOF OF INSURANCE FOR LOSS OF CONTENT OF ITEMS PICKED UP AND DELIVERED UNDER THIS CONTRACT. * VENDOR MUST PROVIDE A FORMAL CONTACT PERSON FOR THE PURPOSE OF THIS AGREEMENT, THIER EMERGENCY CONTACT NUMBER, CELL NUMBER, CELL PHONES, PAGERS, ETC., FOR THE DURATION OF THE CONTRACT.	260.00	Day		

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

Courier service between Disability Determination Services (DDS) and five Social Security field offices Approximately 20 mail size bags/bins per day.

Pick-up (once a day--morning) and delivery (twice daily--morning & afternoon) to the DDS

Pick-up with delivery once daily for each of the following field offices Schedule as follows:

Pick-up:

7:30 am	DDS	40 Fountain Street, Providence
8:00 am	Providence SSA	280 Westminister Street, Providence
8:30 am	DDS	40 Fountain Street, Providence (delivery from pickup at Providence SSA)
9:00 am	Pawtucket SSA	4 Pleasant Street, Pawtucket
9:45 am	Woonsocket SSA	127 Social Street, Woonsocket
10:45 am	Warwick SSA	20 Quaker Lane, Warwick
11:45 am	Newport SSA	1030 Bellevue Avenue, Newport

Return to DDS by 1:00 pm with mail bags/bins from Pawtucket, Woonsocket, Warwick and Newport.

Collectively will be transported 260 days

Contract Terms and Conditions

Table of Contents

Terms and Conditions.....	II
BID STANDARD TERMS AND CONDITIONS	II
TERMS AND CONDITIONS FOR THIS BID	II
PURCHASE AGREEMENT BID	II
MULTI YEAR AWARD	II
INSURANCE REQUIREMENTS	II
LICENSE REQUIREMENTS	III

Terms and Conditions

BID STANDARD TERMS AND CONDITIONS

TERMS AND CONDITIONS FOR THIS BID

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.

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.

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.