



UNIVERSITY OF
Rhode Island

PURCHASING DEPARTMENT
581 Plains Road, Suite 3
Kingston, Rhode Island 02881-2010

BID/PROPOSAL

Phone: 401-874-2171
Fax: 401-874-2306

DATE: 4/20/2005

SERVICE & REPAIR, FOOD SERVICE EQUIPMENT

FORMAL BID NO. _____ PUBLIC BID NO. 1339 RFP NO. _____

DATE & TIME BIDS TO BE RECEIVED IN UNIVERSITY PURCHASING DEPARTMENT: 5/11/2005 3:00 PM

PRE-BID/PROPOSAL CONFERENCE DATE: _____ TIME: _____

LOCATION: _____

BUYER: BETTY GIL/dz SURETY REQUIRED _____ NO SURETY REQUIRED X

**BE SURE ALL INFORMATION SHOWN BELOW IS CORRECT.
FEDERAL EMPLOYER IDENTIFICATION NUMBER MUST BE INCLUDED.**

COMPANY NAME: _____ FEIN: _____

STREET AND NUMBER: _____

CITY, STATE & ZIP CODE: _____

No offer will be considered that is not accompanied by the attached two-page University of Rhode Island Bidder Certification Form/Contract Offer completed and signed by the offeror.

Print Name and Title

Telephone Number/Facsimile Number

Signature

Date

Company F.E.I.N.

THIS BID WILL NOT BE HONORED UNLESS SIGNED

University of Rhode Island Bidder Certification Form/Contract Offer

NOTICE TO OFFERORS

This two-page University of Rhode Island (URI) Bidder Certification Form/Contract Offer **must** be attached to the front of the offer and shall be considered an integral part of each offer made by a vendor to enter into a contract with URI. As such, submittal of the entire University of Rhode Island Bidder Certification Form/Contract Offer, signed by a duly authorized representative of the offeror attesting to the accuracy of the information provided and the offer extended, is a mandatory part of any contract award. Offers received without the entire completed two-page form attached may result in offer disqualification.

Rules for Submitting Offers

A complete, signed bid/offer package, including a completed two-page University of Rhode Island Bidder Certification Form/Contract Offer must be submitted to the University Purchasing Office indicated in the bid proposal (either at (1) the Main Campus in Kingston, RI or (2) the Graduate School of Oceanography at the Narragansett Bay Campus in Narragansett, RI) with the specific Bid/RFP number, date and time of bid opening noted on the envelope. Bids misdirected to other locations or which are not present at the designated University Purchasing Office at the time of opening for whatever cause will be considered to be late and will not be opened. For the purpose of this requirement, the official time and date shall be that of the time clock in the designated University of Rhode Island Purchasing Office. Postmarks shall not be considered proof of timely submission.

Each bid/offer must be submitted in a separate sealed envelope. **IF ATTACHMENTS ARE REQUIRED, BE SURE THEY ARE INCLUDED IN PACKAGE!!!** (e.g., Bid Sureties, Special Licenses, Samples, Specifications that Differ From Solicitation).

Other Provisions and Procedures

To assure maximum access opportunities for users, public bid/RFP notices shall be posted on the Rhode Island Division of Purchases Website (<http://www.purchasing.state.ri.us>) for a minimum of seven days. Bid Solicitations/Plans and Specifications may be obtained by contacting the designated University Purchasing Office.

Offers are irrevocable for sixty (60) days from the opening date (or such other extended period set forth in the solicitation), and may not be withdrawn, except with the express permission of the University Purchasing Agent. All pricing will be considered to be firm and fixed unless otherwise indicated. All offers must define delivery dates for all items; if no delivery date is specified, it is assumed that immediate delivery from stock will be made. After an award has been made, failure to meet all requirements of this invitation may result in a determination of default. Payments for partial delivery will not be made, except where expressly provided herein.

Unless specified “no substitute,” product offerings equivalent in quality and performance will be considered (at the sole option of the University) on the condition that the offer is accompanied by detailed product specifications.

The University reserves the right to (a) make awards on the basis that best serves the interest of URI, individual items, total low, etc., and (b) reject any and all bids in whole or in part. Prices quoted are N30, FOB Destination, less federal/state tax.

Where bid surety is required, bidder must furnish a bid bond or certified check for 5% of the bid total with the bid, or for such other amount as may be specified. Where indicated, successful bidder must furnish a 100% performance bond and labor and payment bond for contracts subject to Title 37 Chapters 12 and 13 of the Rhode Island General Laws. All bonds must be furnished by a surety company authorized to conduct business in the State of Rhode Island.

This invitation is issued in accordance with the specific requirements described herein, and the State’s Purchasing Laws and Regulations and other applicable State Laws, including the Board of Governors for Higher Education General Terms and Conditions of Purchase, a copy of which is on file at the State House Library.

The University issues two categories of Bid invitations: “Public” and “Formal”. Bidders are encouraged to attend Public Bid Openings to obtain competitive pricing information (Formal Bids do not involve public openings and may be submitted by fax). Bid tabulations may be reviewed after award(s) have been made at the designated University Purchasing Office Mondays through Fridays between the hours of 9:00 a.m. and 3:30 p.m. – telephone requests for bid results will not be honored.

Offerors are advised that all materials submitted to the University for consideration in response to this solicitation will be considered without exception to be Public Records pursuant to Title 38 Chapter 2 of the Rhode Island General Laws, and will be released for inspection upon written request once an award has been made.

Provisions of State labor laws concerning payment of prevailing wage rates, issued by the R.I. Department of Labor and Training, shall apply for contracts involving public works construction, alteration, or building repair work.

In accordance with Title 7 Chapter 1.1-99 of the Rhode Island General Laws, foreign corporations (a corporation established other than in Rhode Island) must be qualified to transact business in this state.

State Equal Employment Opportunity Compliance certificate and agreement procedures will apply to all awards for supplies or services valued at \$10,000 and more. Minority Business Enterprise policies and procedures, including subcontracting opportunities as described in Title 37 Chapter 14.1 of the Rhode Island General Laws, also apply.

ALL CONTRACT AWARDS ARE SUBJECT TO THE FOLLOWING DISCLOSURES & CERTIFICATIONS

Offerors must respond to every disclosure statement. A person authorized to enter into contracts must sign the offer and attest to the accuracy of all statements. Incomplete certification forms are grounds for disqualification of offer.

Indicate Yes(Y) or No(N):

- ___1 Has your firm (or any principal) been subject to the following findings by the Federal Government, State of Rhode Island or any other jurisdiction? Suspension, Debarment, Indictment, Criminal Conviction. CIRCLE APPROPRIATE ITEM(S).
- ___2 Has your firm (or any principal) been fined more than \$5000 for a single violation by the Rhode Island Department of Environmental Management for violation of Rhode Island Wetlands law?
- ___3 I/we certify that I/we will immediately disclose, in writing, to the University Purchasing Agent any potential conflict of interest which may occur during the course of the engagement authorized pursuant to this contract.
- ___4 I/we acknowledge that, in accordance with (1) RIGL Section 37-2-54(C) “no purchase or contract shall be binding on the state or any agency thereof unless approved by the Department [of Administration] or made under general regulations which the Chief Purchasing Officer may prescribe,” and (2) RIGL section 37-2-7(16) which identifies the Board of Governors for Higher Education as a public agency and gives binding contractual authority to the University Purchasing Agent.
- ___5 I/we certify that all of the vendor information provided is correct and complete.
- ___6 I/we certify that I or my firm possesses all licenses required by Federal and State law and regulation as they pertain to the requirements of the solicitation and offer made herein and shall maintain such required license(s) during the entire course of the contract resulting from the offer contained herein and, should my/our license lapse or be suspended, I/we shall immediately inform the University of Rhode Island Purchasing Agent in writing of such circumstance.
- ___7 I/we certify that I/we will maintain required insurance during the entire course of the contract resulting from the offer contained herein and, should my/our insurance lapse or be suspended, I/we shall immediately inform the University of Rhode Island Purchasing Agent in writing of such circumstance.
- ___8 I/we certify that I/we understand that falsification of any information herein or failure to notify the University of Rhode Island Purchasing Agent as certified herein may be grounds for suspension, debarment and/or prosecution for perjury.
- ___9 I/we acknowledge that the provisions and procedures set forth in this form apply to any offer contained herein.

IF YOU HAVE ANSWERED “YES” TO QUESTIONS #1 or 2 OR IF YOU ARE UNABLE TO CERTIFY YES TO QUESTIONS #3 – 9 OF THE FOREGOING, PROVIDE DETAILS/EXPLANATION BELOW AND/OR IN AN ATTACHED STATEMENT.

Signature below commits vendor to the attached offer and certifies (1) that the offer reflects all solicitation amendments (2) that the above statements and information are accurate (3) that vendor understands and has complied with the requirements set forth herein

Bid No. _____ Date _____
Vendor’s Signature: (Person authorized to enter into contracts; signature must be in ink)

Print Name and Title of Company official signing offer

Telephone Number

COMMODITY: SERVICE & REPAIR, FOOD SERVICE EQUIPMENT
 OPENING DATE & TIME: 5/11/2005 3:00 PM
 BLANKET REQUIREMENTS: 7/1/2005 - 6/30 2008

SHIP TO:
 URI DINING SERVICES
 581 PLAINS RD, SUITE 2
 KINGSTON, RI 02881

BIDDER (NAME OF FIRM)

BIDDER (NAME OF FIRM)

BID NO. 1339

BID NO. 1339

ATTACHMENT "A"

ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	ITEM NO.
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INSTRUCTIONS:

IF BIDDING ON ANY ITEM, THE ENTIRE BID MUST BE RETURNED. THE PRICE COLUMN ON THE RIGHT WILL BE DETACHED TO CREATE A BID TABULATION SPREAD SHEET FOR THE "OFFICIAL BID ANALYSIS", THEREFORE:

- A. VENDOR NAME MUST APPEAR IN BOTH COLUMNS ON "EVERY" PAGE UNDER THE WORDS "BIDDER"
- B. PRICE COLUMNS MUST CONTAIN "EXACTLY" THE SAME INFORMATION.
- C. ANY SUPPLEMENTARY INFORMATION MUST BE REPEATED IN "BOTH" COLUMNS.
- D. TO ASSURE THAT OFFERS ARE CONSIDERED ON TIME, EACH OFFER MUST BE SUBMITTED WITH SPECIFIC BID/RFP NUMBER (PROVIDED ABOVE), DATE AND TIME OF OPENING MARKED IN THE UPPER LEFT HAND CORNER OF ENVELOPE. EACH BID/OFFER MUST BE SUBMITTED IN SEPARATE SEALED ENVELOPES:

<p>MAIL TO:</p> <p>UNIVERSITY OF RHODE ISLAND P.O. BOX G PURCHASING DEPARTMENT PLAINS ROAD KINGSTON, RI 02881-0507</p>	<p>COURIER:</p> <p>UNIVERSITY OF RHODE ISLAND PURCHASING DEPARTMENT 581 PLAINS ROAD KINGSTON, RI 02881-2010</p>
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DOCUMENTS MISDIRECTED TO OTHER STATE LOCATIONS OR WHICH ARE NOT PRESENT IN THE UNIVERSITY OF RHODE ISLAND PURCHASING DEPARTMENT AT THE TIME OF OPENING FOR WHATEVER CAUSE WILL BE DEEMED TO BE LATE AND WILL NOT BE CONSIDERED. FOR THE PURPOSE OF THIS REQUIREMENT, THE OFFICE TIME AND DATE SHALL BE THAT OF THE TIME CLOCK IN THE UNIVERSITY OF RHODE ISLAND PURCHASING DEPARTMENT. POSTMARKS SHALL NOT BE CONSIDERED PROOF OF TIMELY SUBMISSION.

FAILURE TO COMPLETE FORM AS INSTRUCTED MAY BE GROUNDS FOR "DISQUALIFICATION".

IF THIS IS A MULTI-YEAR BID/CONTRACT. CONTINUATION OF THE CONTRACT BEYOND THE INITIAL FISCAL YEAR WILL BE AT THE DISCRETION OF THE UNIVERSITY. TERMINATION MAY BE EFFECTED BY THE UNIVERSITY BASED UPON DETERMINING FACTORS SUCH AS UNSATISFACTORY PERFORMANCE OR THE DETERMINATION BY THE UNIVERSITY 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 AND SUBJECT TO AVAILABILITY OF FUNDS.

DELIVERY AS REQUESTED

COMMODITY: SERVICE & REPAIR, FOOD SERVICE EQUIPMENT
 OPENING DATE & TIME: 5/11/2005 3:00 PM
 BLANKET REQUIREMENTS: 7/1/2005 - 6/30 2008

SHIP TO:
 URI DINING SERVICES
 581 PLAINS RD, SUITE 2
 KINGSTON, RI 02881

BIDDER (NAME OF FIRM)

BIDDER (NAME OF FIRM)

BID NO. 1339

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ATTACHMENT "A"

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BLANKET REQUIREMENTS: 7/1/2005 - 6/30/2008

SERVICE TO HOBART EQUIPMENT AT BUTTERFIELD, HOPE, ROGER WILLIAMS, RAM'S DEN AND FOOD DISTRIBUTION CENTER. PARTS AND LABOR FURNISHED AS NEEDED AND AS REQUESTED BY AGENCY. VENDOR TO LEAVE SIGNED URI VENDOR CONTRACT FORM AT EACH VISIT.

BUTTERFIELD: 1 DISHWASHER AND CONVEYOR BELT, 1 LARGE MIXER, 1 SMALL MIXER, 1 FOOD CHOPPER, AND 2 SLICERS.

ROGER WILLIAMS: 1 FOOD CHOPPER, 1 DISHWASHER AND CONVEYOR BELT, 1 LARGE MIXER,

FOOD DISTRIBUTION CENTER: 3 MIXERS, 1 POT AND PAN AUTOMATIC WASHER, 1 SLICER.

RAM'S DEN: 1 DISHWASHER, 1 BUFFALO CHOPPER, 1 MIXER, 3 SLICERS

SERVICE AND PARTS AS REQUIRED FOR FOOD SERVICE EQUIPMENT AT URI DINING EQUIPMENT TO INCLUDE:

ROTARY OVENS, CONVECTION OVENS, GRILLS, COFFEE URNS, BURGER MACHINES, TOASTERS, SLICERS, STEAM TABLES, CHAR BROILER, STEAM KETTLES, DISHWASHERS, FRYOLATORS, 6 MICROWAVE OVENS, PROOF CABINETS, FOOD WARMER, TILTING SKILLET, . DISHWASHING CAROUSEL, HOSE REELS.

MANUFACTURER NAMES INCLUDE:

MIDDLEBY-MARSHALL, GROEN, FRYMASTER, DEN ALCO, CHAMPION, CECILWARE, MONTAGUE, CARTER-HOFFMAN, KEATING, SAVORY, CLEVELAND, US RANGE, BLODGETT, VULCANHART, WYOTT, GEN. ELECTRIC, MEICO, MARKET FORGE, BUSBOY, BERKEL, THEMOTAINER, SHARP, LEE-MARK HATCO, AND PITCO.

SERVICE AS REQUESTED BY AGENCY. VENDOR IS REQUIRED TO SIGN IN AND OUT AT DINING SERVICES FOOD DISTRIBUTION CENTER, 581 PLAINS RD., SUITE 2, KINGSTON, RI 02881.

WHEN OFFICE IS CLOSED, VENDOR MUST SIGN-IN IN THE BUILDING THEY ARE WORKING IN.

HOURLY RATES IF APPLICABLE TO RELECT NET COST OF LABOR. NO ADDITIONAL CHARGE FOR TRAVEL OR MILEAGE TO AND FROM URI WILL BE PERMITTED. ANY UNUSED BALANCE AT END OF BLANKET PERIOD AUTOMATICALLY CANCELED.

MATERIAL AND PARTS TO BE PROVIDED AT THE VENDOR'S COST PLUS A % MARKUP. THE VENDOR WILL PROVIDE EVIDENCE OF THEIR COST WHEN REQUESTED BY DINING SERVICES.

INVOICE MONTHLY AND FORWARD TO URI DINING SERVICES, 581 PLAINS RD., SUITE 2, KINGSTON, RI 02881.

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 OPENING DATE & TIME: 5/11/2005 3:00 PM
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BIDDER (NAME OF FIRM)

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BID NO. 1339

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ITEM NO.	DESCRIPTION	QUANTITY	UNIT PRICE	EXTENDED PRICE	UNIT PRICE	EXTENDED PRICE	ITEM NO.
1	A LABOR CHARGE FY 2006	ESTIMATE 250 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	1A
	B LABOR CHARGE FY 2007	ESTIMATE 250 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	1B
	C LABOR CHARGE FY 2008	ESTIMATE 250 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	1C
2	A OVER TIME LABOR CHARGE FY 2006	ESTIMATE 5 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	2A
	B OVERTIME LABOR CHARGE FY 2007	ESTIMATE 5 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	2B
	C OVERTIME LABOR CHARGE FY 2008	ESTIMATE 5 HOURS	\$ _____	\$ _____	\$ _____	\$ _____	2C
3	A MARKUP ON PARTS AND MATERIAL FY 2006		\$ _____	\$ _____	\$ _____	\$ _____	3A
	B MARKUP ON PARTS AND MATERIAL FY 2007		\$ _____	\$ _____	\$ _____	\$ _____	3B
	C MARKUP ON PARTS AND MATERIAL FT 2008		\$ _____	\$ _____	\$ _____	\$ _____	3C

INSURANCE

IN ACCORDANCE WITH THE BOARD OF GOVERNORS (BOG) FOR HIGHER EDUCATION GENERAL CONDITIONS OF PURCHASE, INSURANCE CERTIFICATES ARE REQUIRED FOR WORKERS COMPENSATION, GENERAL LIABILITY, PROPERTY DAMAGE AND AUTO INSURANCE. UPON NOTICE OF TENTATIVE AWARD, THE SUCCESSFUL BIDDER(S) WILL BE REQUIRED TO SUBMIT THE ABOVE NAMING THE UNIVERSITY OF RHODE ISLAND AS ADDITIONAL INSURED, BY A FIRM AUTHORIZED TO DO BUSINESS IN THE STATE OF RHODE ISLAND.

SERVICE & REPAIR

NOTE: SERVICE CALLS FOR STATE AGENCIES ARE ON A "24 HOUR CALL - 7 DAYS/WEEK" BASIS AND AS MAY BE REQUIRED. ONLY FIXED HOURLY FLAT RATES AS INDICATED IN THIS NOTICE WILL BE ALLOWED AS QUOTED, AND WILL INCLUDE ADMINISTRATIVE AND GENERAL EXPENSES, INCLUDING PROFIT ALLOWANCE, OVERHEAD, TRAVEL, TRANSPORTATION, ADMINISTRATIVE, ETC. PAYMENT FOR SERVICES WILL BE MADE BASED UPON INVOICES SUBMITTED THAT MUST SHOW THE NUMBER OF HOURS WORKED AT THE QUOTED FLAT HOURLY RATE, PLUS COST OF MATERIALS APPROVED BY THE UNIVERSITY. SERVICEMEN AND/OR TRADESMAN MUST CHECK WITH THE AGENCY PRIOR TO START OF WORK AND UPON COMPLETION FOR TIME VERIFICATION.

VERY IMPORTANT NOTICE: SERVICE CALLS

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 OPENING DATE & TIME: 5/11/2005 3:00 PM
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THE AGENCY REQUESTING THE SERVICE CALL MUST EXPLAIN THE BASIC PROBLEM TO THE VENDOR. DEPENDING ON THE EXTENT AND NATURE OF THE CALL, THE VENDOR MAY NEED TO SEND ONE (1) SERVICEMAN. IF NECESSARY, THE VENDOR MUST ADVISE THE AGENCY AND EXPLAIN, IN ADVANCE, WHY A HELPER IS NEEDED.

THE VENDOR MUST NOT SEND TWO PEOPLE AS A MATTER OF ROUTINE. THE AGENCY MUST BE ADVISED AND MUST APPROVE, IN ADVANCE, IF MORE THAN ONE PERSON IS NECESSARY.

CHARGES

NO CHARGES OTHER THAN PARTS AND LABOR ON THE JOB - NO TRAVEL, NO MILEAGE, NO MISCELLANEOUS CHARGES, NO PORTAL TO PORTAL.

QUANTITIES

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.