



Request for Quote

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

BUYER: Righter, Maxwell W
 PHONE #: 401-574-8179

CREATION DATE : 05-APR-18
 BID NUMBER: 7592644
 TITLE: MPA# 138 - Fire Extinguisher Maintenance and Repairs
 BID CLOSING DATE AND TIME: 07-MAY-2018 10:00:00

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Requisition Number:

Note to Bidders: QUESTIONS concerning this solicitation must be emailed and received by the Division of Purchases at max.righter@purchasing.ri.gov no later than Wednesday, April 25th, 2018, 5:00 PM, in a Microsoft Word attachment with the corresponding solicitation number. Questions, if any, and responses will be posted to the Division of Purchases website at www.purchasing.ri.gov as an addendum to this solicitation.

Line	Description	Quantity	Unit	Unit Price	Total
1	Pricing must be completed on the included excel spreadsheet.	0.00	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



STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
Department of Administration

DIVISION OF PURCHASES
One Capitol Hill, 2nd floor
Providence, RI 02908

TEL: (401) 574-8100
FAX: (401) 574-8387
TDD: (401) 574-8228
Website: www.purchasing.ri.gov

Bid Specifications
Solicitation # 7592644

MPA# 138 – Fire Extinguisher Maintenance and Repairs

Blanket Requirements: 07/01/2018-06/30/2021

Service as requested by user agency.

Specifications

Vendor to service, inspect, tag, certify, repair, and provide scheduled maintenance to fire extinguishers and suppression systems statewide, per RI Fire Marshal requirements and codes.

Vendor is to ensure extinguishers are properly labeled, checking weights and pressures when appropriate.

Work on the systems without notifying the agency and causing a false alarm will be subject to a \$450.00 fine.

Different color tags must be provided for different years. The successful vendor will notify the State in writing which colors will be used each year.

Vendor (Owner of Company) is responsible to comply with all licensing or state permits on regulations covering this type of service (Both A&B for portable and fixed units).

Vendor may not sub-contract any work contained in this solicitation.

Vendor to return all defective parts which are replaced on the extinguishers to the authorized department.

Contract shall include emergency calls for refills and/or service.

Service calls must be responded to within 24 hours of agency call.

Any refills required for halon extinguishers, vendor must check with agency prior to proceeding.

Fusible links are included in inspection annually. Clean every six months.

Fire extinguishers removed from service for maintenance or recharge shall be replaced by a fire extinguisher suitable for the type of hazard being protected and of at least equal rating.

Pricing:

Pricing must be submitted on included excel spreadsheet. One electronic copy (CD) and one hard copy are requested.

Lines 1-70 are to be inclusive of all labor charges.



BID SHEET

#7592644

MPA# 138 - Fire Extinguisher Maintenance and Repairs
OPENING DATE 5/7/2018 at 10:00 am (EST)

The Rhode Island Department of Administration/Division of Purchases is soliciting quotes for qualified vendors to maintain and repair fire extinguishers and fire extinguishing systems, statewide.

Questions concerning this solicitation must be received by the Division of Purchases at max.righter@purchasing.ri.gov no later than **Wednesday April 25th, 2018 at 5:00 PM (ET)**.

Vendor Name:

<u>Line</u>	<u>Line Description</u>	<u>Est. Annual Quantity</u>	<u>Unit</u>	<u>Unit Price</u> <u>7/1/18 - 6/30/19</u>	<u>Unit Price</u> <u>7/1/19 - 6/30/20</u>	<u>Unit Price</u> <u>7/1/20 - 6/30/21</u>
1	Pressurized Water, 2.5 Gallons - Annual Inspection	20	Each			
2	Pressurized Water, 2.5 Gallons - Annual Refill	20	Each			
3	Loaded Steam (Anti-Freeze), 2.5 Gallons - Annual Inspection	2	Each			
4	Loaded Steam (Anti-Freeze), 2.5 Gallons - Annual Refill	2	Each			
5	Dry Chemical, 2.5 Lbs. - Annual Inspection	8	Each			
6	Dry Chemical, 2.5 Lbs. - Annual Refill	8	Each			
7	Dry Chemical, 5 Lbs. - Annual Inspection	10	Each			
8	Dry Chemical, 5 Lbs. - Annual Refill	10	Each			
9	Dry Chemical, 6 Lbs. - Annual Inspection	10	Each			
10	Dry Chemical, 6 Lbs. - Annual Refill	10	Each			
11	Dry Chemical, 10 Lbs. - Annual Inspection	10	Each			
12	Dry Chemical, 10 Lbs. - Annual Refill	10	Each			
13	Dry Chemical, 20 Lbs. - Annual Inspection	10	Each			
14	Dry Chemical, 20 Lbs. - Annual Refill	10	Each			
15	Dry Chemical Purple K, 2.5 Lbs. - Annual Inspection	10	Each			
16	Dry Chemical Purple K, 2.5 Lbs. - Annual Refill	10	Each			
17	Dry Chemical Purple K, 20 Lbs. - Annual Inspection	10	Each			
18	Dry Chemical Purple K, 20 Lbs. - Annual Refill	10	Each			
19	Wet Chemical K Class, 6 Liter. - Annual Inspection	50	Each			
20	Wet Chemical K Class, 6 Liter. - Annual Refill	50	Each			
21	Carbon Dioxide, 5 Lbs. - Annual Inspection	50	Each			
22	Carbon Dioxide, 5 Lbs. - Annual Refill	50	Each			
23	Carbon Dioxide, 10 Lbs. - Annual Inspection	50	Each			
24	Carbon Dioxide, 10 Lbs. - Annual Refill	50	Each			
25	Carbon Dioxide, 15 Lbs. - Annual Inspection	50	Each			
26	Carbon Dioxide, 15 Lbs. - Annual Refill	50	Each			
27	Carbon Dioxide, 20 Lbs. - Annual Inspection	50	Each			
28	Carbon Dioxide, 20 Lbs. - Annual Refill	50	Each			
29	All Purpose, 2.5 Lbs. - Annual Inspection	250	Each			
30	All Purpose, 2.5 Lbs. - Annual Refill	250	Each			
31	All Purpose, 5 Lbs. - Annual Inspection	1500	Each			
32	All Purpose, 5 Lbs. - Annual Refill	1500	Each			
33	All Purpose, 10 Lbs. - Annual Inspection	1500	Each			
34	All Purpose, 10 Lbs. - Annual Refill	1500	Each			
35	All Purpose, 20 Lbs. - Annual Inspection	200	Each			
36	All Purpose, 20 Lbs. - Annual Refill	200	Each			
37	AFFF, 2.5 Gal. - Annual Inspection	5	Each			
38	AFFF, 2.5 Gal. - Annual Refill	5	Each			
39	Halon Extinguisher, 5 Lbs. - Annual Inspection	5	Each			
40	Halon Extinguisher, 9 Lbs. - Annual Inspection	5	Each			
41	Halon Extinguisher, 13 Lbs. - Annual Inspection	5	Each			
42	Halitron Extinguisher, 5 Lbs. - Annual Inspection	5	Each			
43	Halitron Extinguisher, 10 Lbs. - Annual Inspection	5	Each			
44	Halitron Extinguisher, 15.5 Lbs. - Annual Inspection	5	Each			
45	Range Guard Fixed, BC Single 4 Gal. - Bi-Annual Inspection	10	Each			
46	Range Guard Fixed, BC Single 4 Gal. - Bi-Annual Refill	10	Each			

*****Pricing must be completed electronically on included excel spreadsheet*****



Helpful Tips:
 -Vendor data entry areas are shaded yellow

BID SHEET
#7592644

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Questions concerning this solicitation must be received by the Division of Purchases at max.righter@purchasing.ri.gov no later than **Wednesday April 25th, 2018 at 5:00 PM (ET)**.

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47	Range Guard Fixed, Single 6 Gal. - Bi-Annual Inspection	10	Each			
48	Range Guard Fixed, Single 6 Gal. - Bi-Annual Refill	10	Each			
49	Range Guard Fixed, Dual 4 Gal. - Bi-Annual Inspection	10	Each			
50	Range Guard Fixed, Dual 4 Gal. - Bi-Annual Refill	10	Each			
51	Range Guard Fixed, Dual 6 Gal. - Bi-Annual Inspection	10	Each			
52	Range Guard Fixed, Dual 6 Gal. - Bi-Annual Refill	10	Each			
53	Halon Fixed 1-300 Lb. System - Bi-Annual Inspection	10	Each			
54	Halon Fixed 2-300 Lb. System - Bi-Annual Inspection	10	Each			
55	Halon Fixed 3-300 Lb. System - Bi-Annual Inspection	10	Each			
56	Ansul R-102 Wet System - Bi-Annual Inspection	10	Each			
57	Ansul R-102 Wet System - Bi-Annual Refill	10	Each			
58	Kidde HDR, 50 Lb. System - Bi-Annual Inspection	10	Each			
59	Kidde HDR, 50 Lb. System - Bi-Annual Refill	10	Each			
60	CO2 Fixed Systems, Commercial/Industrial - Bi-Annual Inspection	10	Each			
61	CO2 Fixed Systems, Marine - Bi-Annual Inspection	10	Each			
62	CO2 Fixed Systems, LB - Bi-Annual Refill	10	Each			
63	Extinguisher Overhaul - Complete breakdown of the extinguisher valve assembly, change the extinguishing agent and replace with new. Reassemble valve assembly and replace any defective parts at that time. Reassemble valve to cylinder, pressurize unit, seal, leak test, and apply six year maintenance label to side or back of extinguisher	1	Each			
64	Test CO2 extinguisher hoses to ensure that the metal braid in the hose is not broken, thus avoiding risk of electrical shock	1	Each			
65	Five-Year Hydro Test, CO2	1	Each			
66	Six-Year Test, Halon (Only on Portable Extinguishers)	1	Each			
67	Six-Year Test, Dry Chemical Purple K	1	Each			
68	Twelve-Year Test, All Purpose and Dry Chemical Extinguishers	1	Each			
69	Five-Year Hydro Test, AFFF 2.5 Gal.	1	Each			
70	Fixed Fire Extinguishers - Labor Rate, per Standard Hour	1	Hour			
71	Fixed Fire Extinguishers - Labor Rate, per Overtime Hour	1	Hour			
72	Parts at Manufacturer's List Price Less:					

*****Pricing must be completed electronically on included excel spreadsheet*****

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.

CHARGES PERMITTED

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

DELIVERY PER AGENCY

DELIVERY OF GOODS OR SERVICES AS REQUESTED BY AGENCY.

INSURANCE REQUIREMENTS (ADDITIONAL)

ANNUAL RENEWAL INSURANCE CERTIFICATES FOR WORKERS' COMPENSATION, PUBLIC LIABILITY, PROPERTY DAMAGE INSURANCE, AUTO INSURANCE, PROFESSIONAL LIABILITY INSURANCE (AKA ERRORS & OMISSIONS), BUILDER'S RISK INSURANCE, SCHOOL BUSING AUTO LIABILITY, ENVIRONMENTAL IMPAIRMENT (AKA POLLUTION CONTROL), VESSEL OPERATION (MARINE OR AIRCRAFT) PROTECTION & INDEMNITY, ETC., MUST BE SUBMITTED TO THE SPECIFIC AGENCY IDENTIFIED IN THE "SHIP TO" SECTION OF THE PURCHASE ORDER. CERTIFICATES ARE ANNUALLY DUE PRIOR TO THE BEGINNING OF ANY CONTRACT PERIOD BEYOND THE INITIAL TWELVE-MONTH PERIOD OF A CONTRACT. FAILURE TO PROVIDE ANNUAL INSURANCE CERTIFICATION MAY BE GROUNDS FOR CANCELLATION.

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.

MPA 1% ADMIN FEE

Statewide Contract Administrative Fee - Notice: The Division of Purchases shall soon implement a new, state-of-the art, eProcurement system which will streamline public procurement in Rhode Island. In conjunction with implementation of the eProcurement system the Division of Purchases anticipates that the "State Purchases Act", R. I. Gen. Laws § 37-2-12 shall be amended to authorize the Chief Purchasing Officer to establish, charge and collect from State contractors listed on master price agreements a statewide contract administrative fee not to exceed one percent (1%) of the total value of the annual spend against a contract awarded to a state contractor. All statewide contract administrative fees collected shall be deposited into a restricted receipt account which shall be used for the purposes of implementing technology

for the submission and processing of bids, online bidder registration, bid notification, and other costs related to State procurement. If/when the Division of Purchases receives statutory authority to assess a statewide contract administrative fee, it shall be applicable to any bidders who receive a purchase order relative to the within solicitation during the entire term of the MPA contract.

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.

READING VENDOR NAMES ONLY

DUE TO LENGTH OF BID AND TIME CONSTRAINTS, THE STATE WILL ONLY ACKNOWLEDGE RECEIPT AND READ THE NAMES OF VENDORS SUBMITTING PROPOSALS. NO EXAMINATION OF DOCUMENTS OR PRESENTATION OF INFORMATION CONTAINED IN PROPOSALS WILL BE MADE AVAILABLE AT THE BID OPENING; HOWEVER, INSTRUCTIONS TO OBTAIN THE TABULATION OR SUMMARY OF BID RESPONSES WILL BE MADE AVAILABLE AT THE RI DIVISION OF PURCHASES WEBSITE AT WWW.PURCHASING.RI.GOV

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

PPD - PROMPT PAYMENT DISCOUNT CLAUSE

NOTE: All vendors responding to the within solicitation must complete the attached prompt payment discount "PPD" form as part of this master price agreement solicitation.

RIVIP INFO - ADDITIONAL BID SUBMISSION REQS - 1

This offer may not be considered unless 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. When delivering offers in person to One Capitol Hill, vendors are advised to allow at least one hour additional time for clearance through security checkpoints.

Prompt Payment Discount Form
(Invoice discounts for receiving fast payments)

Note: All vendors responding to the within solicitation must complete a Prompt Payment Discount ("PPD") form as part of this Master Price Agreement solicitation.

Bidder Name: _____

RFQ/RFP Bid Solicitation Number: _____

Prompt Payment Discounts ("PPD"). Vendors benefit from PPD by increased, usable cash flow as a result of fast and efficient payments for commodities or services rendered. ACH payments increase the prompt pay benefit by ensuring that funds are paid directly to their designated bank accounts, thus eliminating the delay of check clearance policies and traditional mail lead time (additional form required for ACH enrollment can be found at <http://controller.admin.ri.gov/Forms/index.php>). Vendors are highly encouraged to enroll and will receive consideration for enrollment.

The State benefits because contractors reduce the cost of products and services through the applied discount. While Bidders/Contractors have flexibility in determining the actual % discount(s) offered to the State, the discount(s) must be identified in 10 days or more for Payment Issuance Date. The State may use the prompt pay discounts submitted as a basis for selection and may negotiate discounts as deemed in the best interest of the State.

All discounts offered will be automatically deducted from payment when the issue date is within the specified number of days listed below and in accordance with the State's Prompt Payment Law. Payment days will be measured **from** the date goods are received and accepted/performance was completed OR the date an invoice is received by the Office of the DOA Controller, whichever is later **to** the date the payment is issued via ACH or mailed by the State Treasurer. The date of payment "issue" is the date a payment is considered "paid" not the date a payment is "received" by a vendor.

The State encourages Vendors to use the RIFANS Supplier Portal which has the functionality to electronically submit invoices against open Purchase Orders. This eliminates mailing and handling time and will increase the payment cycle especially for those suppliers who offer Prompt Payment Discounts.

Enter the Prompt Payment Discount percentage (%) off the invoice payment, for each of the payment issue dates listed, if the payment is issued within the specified Payment Issue days. For example:

- 5% - 10 Days
- 4% - 15 Days
- 3% - 20 Days
- 1% - 25 Days

Discount %	Payment Issue Date Within	
%	10 Days	
%	15 Days	
%	20 Days	
%	25 Days	
By checking this box, we certify that we will not offer any Prompt Payment Discounts		<input type="checkbox"/>
We will sign up for ACH payment. (please circle response)		Yes No
We will utilize the State's Supplier Portal to electronically submit invoices. (please circle response)		Yes No

Signature _____

Date _____

All solicitations requiring PPD shall include the following language:

Prompt Payment Discounts (“PPD”)

The goal of the Department of Administration (“Department”) is to provide an opportunity for expedited payment for State of Rhode Island (“State”) vendors, while also reducing the cost to the State through discounts. State agencies are encouraged to utilize vendors that offer cash discounts, along with competitive pricing, when selecting services or goods from a Master Price Agreement. Additionally, it is the policy of the Department to promote prompt payment through the use of “Electronic Funds Transfer” (“EFT”) through ACH and highly encourages vendors to sign up for EFT.

Prompt Payment Discount Form

All vendors shall submit the attached PPD form in order to receive consideration for discounts and signing up for Automated Clearing House (ACH) payment related to the State of Rhode Island’s PPD initiative.

Nothing herein prevents the State Purchasing Agent or designee from negotiating lower pricing or greater discounts and/or waiving technicalities related to PPDs in the best interests of the State.