



REQUEST FOR PROPOSAL

The Town of Pelham and the Transfer Station Seeks Proposals for: New Steel Ejector Transfer Trailer

ACCEPTANCE DEADLINE: April 19, 2016 by (2:00p.m.)

RFP COORDINATOR: Stan Walczak
603-508-8932
swalczak@pelhamweb.com

SEALED ENVELOPES MUST BE MARKED:

RFP- Steel Ejector Transfer Trailer
Attention: Stan Walczak, Director

RFP DELIVERY:

Proposals may be mailed to Town of Pelham, 6 Village Green, NH 03076, or hand delivered to the Pelham Board of Selectmen Administrative Assistant, Marie Maruca, Pelham Town Offices, 6 Village Green, Pelham, NH 03076.

INSTRUCTIONS TO BIDDERS

Competition Intended:

It is the Town's intent that this RFP shall permit competition. It shall be the Bidders responsibility to advise the Town in writing if language, requirement, specification etc., or any combination thereof, inadvertently restricts or limits the requirements stated in this RFP to a single source. Such notification must be received by the RFP Coordinator not later than (10) days prior to the date set for proposals to close.

Inquiries:

Inquiries pertaining to the Request for Proposal, must cite Steel Ejector Transfer Trailer as the RFP title and acceptance date and be directed to the RFP Coordinator.

Submission of Bids:

Pricing must be inclusive, clear, and concise, including such other information as requested or required. Be sure the proposal container is completely and properly identified. The face of the container shall indicate the title of the RFP and acceptance date and time. Proposals must be received by the Town BEFORE the hour specified on the acceptance date.

Firm Pricing for Town Acceptance:

Bid price must be firm for Town acceptance for (90) days from acceptance date of proposals.

Late Proposals:

At the Towns discretion, LATE proposals received after the acceptance deadline may be returned to the bidder UNOPENED, provided there is a return address on the container.

Basis for Award:

Contract award will be made to the lowest responsive and responsible bidder that meets the specifications contained herein on a total cost basis, with terms viewed as most favorable to the Town of Pelham. An award will only be made after careful evaluation of all submitted proposals and satisfactory negotiation of a final contract.

Negotiation with Lowest Responsible Bidder:

Unless all proposals are cancelled or rejected, the Town reserves the right to negotiate with the lowest responsive, responsible bidder to obtain a contract price within the funds available. Negotiations with the bidder may include both modifications of the proposal price and the specifications/scope of work to be performed.

Reservation of Rights:

The Town of Pelham reserves the right to reject all or part of any or all proposals, to waive technical or legal deficiencies, and to accept any proposal that it deems to be in the best interest of the Town.

References:

The proven durability and reliability of any products to be used is of the utmost concern. Each bidder submitting a proposal must furnish references and any warranties on any major components and materials to be used. Also at a minimum at least three references shall be submitted along with the proposal on past projects.

Proprietary Information:

Trade secrets or proprietary information submitted by a bidder in connection with this solicitation may not be subject to disclosure under New Hampshire law under provisions of NH RSA 91A; however, the bidder must invoke the protections of this section prior to or upon submission of the data or other materials, and must clearly identify the data or materials to be protected and state the reasons why protection is necessary. Bidders shall not mark sections of their proposals as proprietary if they are to be part of the award of the contract and are of Material nature.

Authority to Bind Firm in Contract:

Bids MUST give full firm name and address of bidder. Failure to manually sign a bid may disqualify it. The person-signing bid should show TITLE OR AUTHORITY TO BIND FIRM IN A CONTRACT. Firm name and authorized signature must appear on bid.

Correction or Withdrawal of Bids and Cancellation of Awards under Competitive Sealed Bidding:

Correction or withdrawal of inadvertently erroneous proposals before or after, or cancellation of awards or contracts based on such proposal mistakes, shall be permitted at the Town's discretion. After acceptance of proposals, no changes in proposed prices or other provisions of proposals prejudicial to the interest of the Town or fair competition shall be permitted. Except as otherwise provided by regulation, all decisions to permit corrections or withdrawal of bids, or to cancel awards or contracts based on errors or omissions, shall be supported by a written determination made by the Town Administrator or his or her representative. No proposal may be withdrawn when the result would be to award the contract on another proposal of the same bidder or of another bidder in which the ownership of the withdrawing bidder is more than five percent. If a proposal is withdrawn, the lowest remaining proposal shall be deemed the low proposal. If the Town Administrator or a designee of such denies the withdrawal of a proposal, he shall notify the bidder in writing stating the reasons for his decision.

Condition of Items:

All items proposed for the construction of the metal recycling building shall be new, in first class condition, unless otherwise disclosed and so indicated in the proposal. Verbal agreements to the contrary will not be recognized.

Prohibition as Subcontractors under Competitive Bidding:

No bidder who is permitted to withdraw a proposal shall, for compensation, supply any material or labor to or perform any subcontractor or other work agreement for the person or firm to whom the contract is awarded or otherwise benefit, directly, from the performance of the project for which the withdrawn proposal was submitted.

Notice of Acceptance:

A Notice of Acceptance/Determination will be provided to all bidders within 10 business days of acceptance of proposal. The Town reserves the right to invite only the vendors most closely meeting the terms of the RFP specification to participate in the discussion phase of the acceptance of proposals. Acceptance does not mean award of contract. Award of contract will only occur after successful demonstration of offered product and services.

Legal Notice:

The Town of Pelham is currently seeking proposals for a new Steel Ejector Transfer Trailer. The proposal is to include all material and construction of Steel Ejector Transfer Trailer as listed in provided specifications.

Bid specifications can be obtained from the Towns web site at www.pelhamweb.com. All ***sealed*** submissions are due by Tuesday, April 19, 2016 (2:00p.m.). Proposals may be mailed or hand delivered to Pelham Board of Selectmen Administrative Assistant, Marie Maruca, Pelham Town Offices, 6 Village Green, Pelham, NH 03076. The Town of Pelham reserves the right to reject any or all proposals on any basis and without disclosure of reason.

Scope of Services:

The Town is seeking proposals to supply a new **STEEL EJECTOR TRANSFER TRAILER**. Specifications as follows:

QUANTITY	ONE
BODY TYPE	STEEL
LENGTH	45'
WIDTH (OVERALL)	96"
SIDES	96" X 12 GAUGE, LAST 10'X 10 GAUGE
TOP RAIL	3"X4" X 3/16" TUBE
SIDE POSTS	6" WIDE FORMED CHANNEL ON 24" CENTERS
BOX BRACING	TRIPLE ROW LAST 10'
CLEANER PLATES	(OUTSIDE) (INSIDE)
ROOF	12 GAUGE, LAST 10'X10 GAUGE
ROF POSTS	6 " WIDE FORMED CHANNELON 24" CENTERS
ROOF BOX BRACING	SINGLE ROW,DOUBLE LAST 10'
FLOOR	10 GAUGE FULL LENGTH
CROSSMEMBERS	4" JR.-I-BEAMS ON 12" CENTERS
BLADE	10-GAUGE FACE
CYLINDER	9" / 6 STAGE (120,000#)
MID-CYLINDER SUPPORT	YES
TAILGATE	"DUTCH DOOR" TO FIT COMPACTOR,HINGED CURBSIDE
LADDER	FRONT
LONGITUDINALS	10" 15#,FT I-BEAM REAR TO LANDING GEAR
AXLES	5 " ROUND X 5/8" WALL/ 25,000# CAPACITY / 71 1/2" RACK
BRAKES	16 1/2" X 7 AIR, WITH AUTO SLACK ADJUSTERS
ANTI-LOCK SYSTEM	2S/1M ABS
WHEELS	10 STUD HUBS,OUTBOARD DRUMS (HUB PILOTED, UNI-MOUNT)
RIMS	8.25" X 22.5 STELL DISK
TIRES	11R22.5 14PLY RADIAL
SUSPENSION	HUTCH CH-9700 (48,000#)
LIFT AXLES	WITH & WITHOUT
KING PIN	36"SETTING ON 3/8" PLATE
LANDING GEAR	TWO SPEED, HEAVY DUTY, DRIVER SIDE CRANK
MUD FLAPS	RUBBER REAR, STEEL FRONT
BUMPER	I.C.C.
HYDRAULIC FITTINGS	5100-S5-16B (PRESSURE) /(2) 5100-S2-20B (RETURN)
HYDRAULIC HOSES	1" X 108"(PRESSURE)/(2) 1 1/4" X 108" (RETURN)
OIL TANK (FILTER & OIL)	YES
PAINT	GREEN

Submittal Form

Submitted by: _____
Name of Organization _____
Name of Individual _____
Title _____
Address _____

Telephone _____

Signature & Date _____

Total Bid Price for Steel Ejector Transfer Trailer \$ _____

Notes on any of the above items:

References

Project Name: _____

Contact Name: _____

Contact Number: _____

Brief Description of Project: _____

Project Name: _____

Contact Name: _____

Contact Number: _____

Brief Description of Project: _____

Project Name: _____

Contact Name: _____

Contact Number: _____

Brief Description of Project: _____
