Request for Proposal
Invitation to Bid

Town of Hampstead, New Hampshire

Incorporated 1749

Generator Replacement for Fire Station

BIDS DUE DATE/TIME: June 10, 2019 - NO LATER THAN 4:00 PM

May 21, 2019

PUBLIC / LEGAL NOTICE:

Incorporated 1749

Town of Hampstead, New Hampshire

REQUEST FOR PROPOSAL (RFP)

Kohler 40KW Generator

The Town of Hampstead, NH is currently seeking bids for a 40KW emergency generator for the fire station at 17 Little's Lane, Hampstead, NH 03841. Information can be obtained from the Town of Hampstead Fire Department, 17 Little's Lane, Hampstead, NH 03841, phone: (603) 329-6006 or via email mcarrier@hamspteadfire.us. All submissions are due by June 10, 2019, no later than 4 p.m. at the Hampstead Town Offices, 11 Main Street (Selectmen's Office) Hampstead, NH 03841. Please address the bid package as follows:

Fire Department – Emergency Generator
Attention: Sally Theriault, Administrative Assistant
Town Office
11 Main Street
Hampstead, NH 03841

The Town reserves the right to reject any or all bids or any part thereof, to waive any formality, informality, information and/or errors in the quote, to accept the quote considered to be in the best interest of the Town.

Contact information: Fire Chief Michael Carrier (603-329-6006) or mcarrier@hampsteadfire.us

GENERAL TERMS AND CONDITIONS

PREPARATION OF BIDS:

The proposal must be signed by the Proposer or the Proposer's authorized representative. The person signing the proposal shall initial any corrections to entries made.

Proposers must quote on all items appearing on the proposal forms unless specific directions in the advertisement, on the proposal form or in the special provisions allowed for partial Proposals. Failure to quote on all items may disqualify the proposal. When proposals on all items are not required, Proposers shall insert the words "no proposal" where appropriate.

Exceptions will be considered, unless otherwise stated, only if the exception is:

1. Described completely, including, but not limited to, sample(s), if requested, and specifications sufficient so that a comparison to the request can be made; and

2. Submitted as part of the base proposal response, i.e. it shall not be a separate document which could be construed as a second proposal. And, meets the standard as required.

Unless otherwise stated in the Request for Bid (RFP), the Proposer agrees that the quote shall be deemed open for acceptance for One-Hundred and Eighty (180) calendar days after submittal to the Town of Hampstead.

The Proposer shall not divulge, discuss or compare this proposal with other Proposers and shall not collude with any other Proposer or parties to a proposal in any way. (Note: No premiums, rebates or gratuities permitted either with, prior to, or after any delivery materials is allowed. Any such violation will result in the cancellation and/or return of materials, as applicable, and the removal from Proposal List).

If applicable, the name of manufacturer, trade name, or model number mentioned in this Request for Bid is for the purpose of designating a minimum standard of quality and type. Such references are not intended to be restrictive, although specified color, type of material and specified measurements may be mandatory. Quotes will be considered for any brand which meets or exceeds the quality of the specifications listed. On all such proposals, the Proposer shall specify the product they are quoting and shall supply sufficient data to enable a comparison to be made with the particular brand or manufacturer specified. Failure to submit the above may be sufficient grounds for rejection of the proposal.

Pricing – Pricing shall be available at the bid prices to the town until December 31, 2019

Unless otherwise stated, all prices are F.O.B.: Destination. No charge for packing or drayage will be allowed. C.O.Ds will not be accepted.

GENERAL:

Bid prices shall remain firm for the duration of the contract.

The Town reserves the right to terminate the contract entered into as a result of this bid if goods and services are at any time deemed to be unsatisfactory.

The work shall be completed by licensed personnel and the contractor shall apply for a fee-waived electrical permit through the Town of Hampstead Building Department and shall be subject to applicable codes and regulations.

The successful bidder must provide a certificate of insurance for Workers' Compensation as required by New Hampshire Revised Statutes Annotated (NHRSA) 281-A.

All workmanship, exclusive of defective materials, must be warrantied for a period of no less than two (2) years from the date of final payment by the Town of Hampstead to the contractor.

Bid Specifications and Scope of Work

Purpose – To supply, fabricate, deliver, and install a Kohler 40REOZK diesel generator, inclusive of all electrical work and permits (fee will be waived).

Scope – The Hampstead Fire Department is accepting bids for a Kohler 40REOZK diesel generator. Bid shall include the unit, accessories, supplies, installation, all electrical work, and all other necessary items for quoted system to be fully operational after completion of work. Further, the installation will be inspected by the town as required under the permitting process.

Method – The Town of Hampstead requires sealed quotes/bids based on the town's purchasing policy. The Fire Chief will consider factors such as cost, performance capabilities, warranty, service availability, estimated installation date, and third-party certification (if applicable).

Specifications – The department is requesting a price for the following item/s as described below:

- Kohler 40REOZK diesel generator, which will include:
- Remove and replace current generator with new Kohler 40REOZK diesel unit.
- The new unit will have: Engine jacket water heater, 6 amp battery charger (float style), flexible fuel lines, critical grade exhaust silencer, Kohler Weather Protective Steel Enclosure, APM402 digital controller, local emergency top button, remote emergency stop button, unit mounted mail line circuit breaker,

  300 Amps (thermal mag trip), initial charge of anti-freeze and lubrication oil, minimum two (2) year manufactures warranty.

- Electrical:

  Install 100 feet of #6 copper ground conductor from ATS to generator using existing conduit.

  Intercept existing conduits in ground an bring into junction box installed on pedestal.

  Use 2-inch Liquid tight to enter generator electrical connection box from new pedestal mounted -j-box.

  Install/extend existing conductors from j-box into generator.

  Make all final electrical connections.

  Pull electrical permit and have electrical inspection.

  All other work as necessary to complete the project and whereas the generator is completely operational as determined by the Town of Hampstead.

BID SCHEDULE

PROPOSAL FOR**: FIRE DEPRTMENT GENERATOR**

The undersigned, as Bidder, hereby declares that before preparing this bid he/she carefully read the specifications and hereby agrees that if the proposal is accepted he/she will contract with the Town in accordance with the specifications, terms, and conditions as spelled out in this sealed bid invitation.

Supply and install all components specified in this bid document.

$_____Price in Words:_____

Expected installation date:_____

This form must be signed. All signatures must be original and not photocopies.

_____
Authorized signature & title of Bidder

_____
Print or type name & title of Bidder

_____
Company Name (Corporation/general partnership organized &existing under the laws of the State of ____)

_____
Address

_____
City, State, Zip

Date Quotation Made:_____ Email Address_____

Phone #:_____ Fax #:_____

Minor exceptions to the above specifications must be duly noted on your letterhead as a separate sheet. Please check here if you have exceptions. ___