

City of Waterville
DEPARTMENT OF PUBLIC WORKS
6 Wentworth Court
Waterville, Maine 04901-4892

(207) 680-4744 FAX: (207) 877-7532

REQUEST FOR BIDS
ROOF TRUSS SYSTEM

August 22, 2013

1. GENERAL: The City of Waterville is accepting bids for a roof truss system to cover building 1 and a wash bay addition.

2. BID SUBMITTAL: *Sealed bids* will be accepted by the Office of the Director of Public Works, 6 Wentworth Court, Waterville, Maine 04901 up to and including **10:00 AM, Tuesday, September 10, 2013** at which time they will be publicly opened and read aloud. Bidders are required to submit bids on the enclosed bid form. All bids will be placed in a sealed envelope clearly marked "**Bid – Roof Truss System Building #1**" in the center with the bidders name and address in the upper left hand corner. Bids not date and time stamped by the Office of the Director of Public Works prior to the specified date and time above will be returned unopened. Facsimile bids will only be accepted upon prior arrangement with the Office of the Director of Public Works.

3. WITHDRAWAL OR REVISION OF BID: A bidder may withdraw or revise a bid after it has been deposited with the Office of the Director of Public Works, provided the request is made in writing or in person before the time set for bid opening.

4. BID AWARD : Bid award, if the City determines to award, will be made within thirty calendar days after bid opening, to the lowest responsible bidder whose bid complies with all the requirements specified contingent upon approval by the City Council. The City reserves the right to reject any and/or all bids without any liability against the City.

5. EVALUATION OF BIDS: For purposes of evaluating the bids, in the event of any discrepancies on a proposal between an amount written out in words verses the same amount expressed in numbers, the amount written in words shall govern. Similarly, unit prices shall govern over extended totals.

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6. INTERPRETATION OF ADDENDA: It shall be the Bidder's responsibility to make inquiry as to any interpretation of the specification or requirements of the participants. Any changes in the specifications shall be by written addenda.

7. INVOICES AND PAYMENT: Invoices shall be sent to the City of Waterville, Public Works Dept., 6 Wentworth Court, Waterville, Maine. It is the practice of the City to pay invoices within 30 days of receipt.

EXCEPTIONS TO SPECIFICATIONS: These instructions to Bidders and General Paragraphs are an integral part of the Specifications for the purchase of a roof truss system and will be binding on the Contractor. Bidders are advised that they shall be bound to the Requirements of the Specifications, Instructions to Bidders and

General Paragraphs unless exceptions are otherwise clearly noted in the Proposal. Any exceptions shall be considered, however, in determining the most acceptable Proposal.

12. GENERAL SPECIFICATIONS:

Provide roof trusses for 24" on center application, delivered to 6 Wentworth Court, Waterville, Maine and properly secured for later installation. Trusses shall meet The International Building Code for specification.

The bidder shall certify that the product offered meets the requirements of these specifications, conforms to the producer's own internal specifications, standards and quality assurance practices.

* Refer to attached building diagram and elevation.

BID FORM

To the Director of Public Works for the City of Waterville, Maine:

Please accept the bid of _____ (hereinafter called "Bidder"), a corporation* organized under the laws of the State of Maine _____ a partnership or an individual ** doing business as _____.

The following bid is submitted for Roof Truss System for Building #1 in compliance with your invitation for bids, having examined specifications and the general conditions.

PRICE: Including delivery to 6 Wentworth Court, Waterville, Maine.

\$ _____.

Respectfully submitted:

Name of Bidder: _____

By: _____

(Signature)

Name and Title: _____

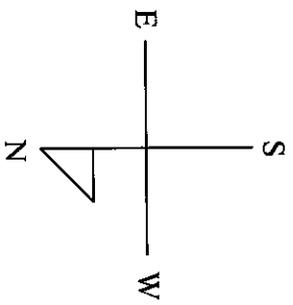
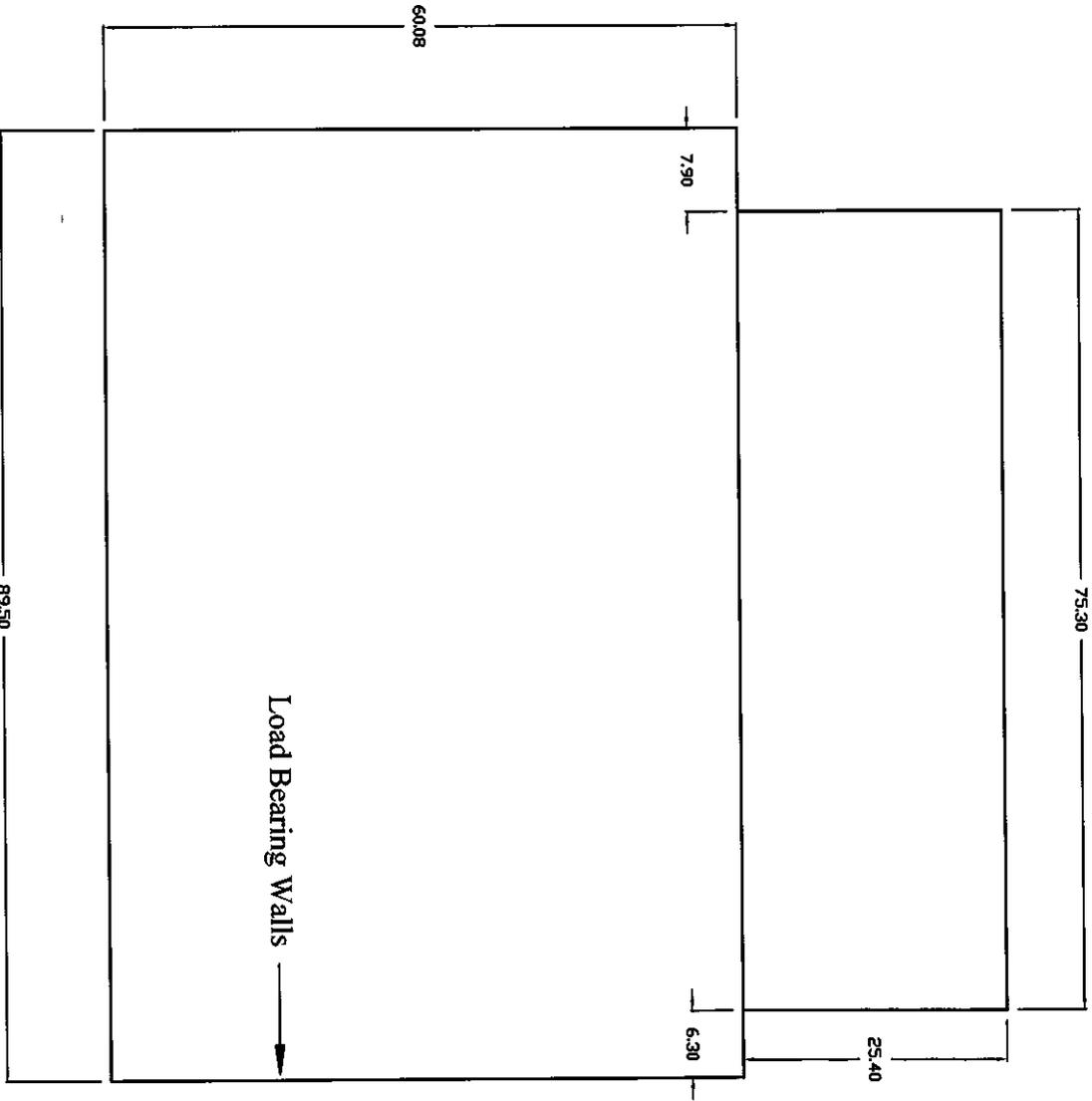
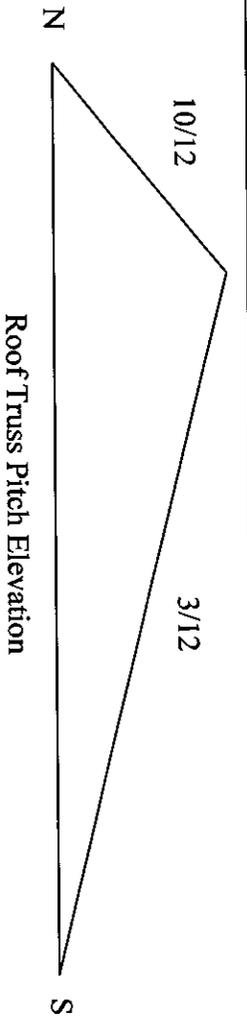
Address: _____

Telephone #: _____

Employer ID#: _____

*(Seal if bid is by a Corporation)

**Cross out words / phrases that do not apply.



Building 1 / Wash Bay
Dimensions