



UNIVERSITY OF MASSACHUSETTS-AMHERST

Procurement Department
407 Goodell Bldg., 140 Hicks Way
Amherst, MA 01003-9334

voice: 413-545-0361 fax: 413-545-1643

email: procurement@admin.umass.edu Web Page: www.umass.edu/procurement

(THIS IS NOT AN ORDER)

REQUEST FOR BID # AA09-RH-2846

«Name» «Address_1» «Address_2» «City», «State» «Zip»	RFB Opening Date & Time: July 10, 2008 @ 1:00 PM		
	Requested by: Joyce Hahn Telephone: 413-545-3522 Department: Athletics Date Prepared: 6/24/2008		
	Description	Unit Price	Total Price
	BIDS ARE REQUESTED FOR AMBULANCES SERVICES FOR THE UNIVERSITY OF MASSACHUSETTS ATHLETIC HOME GAMES PER THE ATTACHED SPECIFICATIONS FOR THE BID OPENING ON JULY 10, 2008 @ 1:00 P.M.		
	Contract Term: July 1, 2008 – June 30, 2009 with the option to renew for two (2) additional one-year terms.		
	The winning vendor will be required to sign the University Contract for Services which can be reviewed on-line at: www.umass.edu/procurement/forms.		
	The University reserves the right to make an award to more than one vendor for the term of this contract.		

PLEASE DIRECT ANY QUESTIONS REGARDING THIS RFB TO: ROSEMARY A. HASSAY @ 413-545-1094

IMPORTANT INFORMATION

- It is the bidder's responsibility to insure that their bid is received in its entirety by the University of Massachusetts, Procurement Department, 407 Goodell Building, 140 Hicks Way, Amherst, MA 01003-9334 by 1:00 PM on the bid opening date specified above. Bids received after the specified date/time or at a location other than what is listed in the RFB will be rejected and placed unopened in the bid file.
- Bids may be faxed provided that they are followed up by a hard copy with written signature within 5 days of the bid date. All faxed bids must be received by the Procurement fax by the date and time of the bid above. **No electronic bids will be accepted.**
- All prices are FOB Destination, delivery free of all charges to: University of Massachusetts Amherst at a location specified on a purchase order.
- **Bidders must list their Taxpayer's Identification Number here:** _____ - _____
- Bid may not be materially altered after the bids have been opened. Only the Director of Procurement can determine what a material alteration is.
- All prices must be submitted on a Net Basis. Unit price shall prevail in case of mathematical error.
- Bids on items that differ from specifications will be rejected at the discretion of the Director of Procurement. Proprietary names are quoted for informational purposes only and are not meant to limit competition. The right is reserved to accept the bid deemed best for the University.
- Exceptions to any terms and conditions contained herein or in the bid specifications, must be noted by bidder in bid. The Director of Procurement reserves the right to reject any bid that does not conform to the specifications.

Vendor Name: _____ Telephone: _____ Fax: _____

Name of Person Submitting Bid: _____ Authorized Signature: _____

Address: _____ E-Mail Address: _____

R# 39323



**University of Massachusetts Amherst
Department of Procurement
Request for Bids:**

**Ambulance Services
per the attached specifications**

**RFB# AA09-RH-2846
Bid Opening Date – July 10, 2008 @ 1:00 p.m.**

The University of Massachusetts Athletics Department is requesting bids for ambulance services for all UMass home football, hockey, men's lacrosse and post-season contests. There will be 6 football, 18 hockey and 7 men's lacrosse games.

Specifications:

- The ambulance crew must a minimum of 1 paramedic and 1 EMT
- The crew will show up 15 minutes before game time and can leave when the games are completed
- We would like the capability of back filling the coverage if the ambulance crew has to take an athlete to the hospital
- The ambulance crew hired is responsible for the game participants and not the crowd.
- Term of Contract: July 1, 2008 – June 30, 2009 with the option to renew for two (2) additional one-year terms.

Subject to the appropriation of funds, may the University extend this contract for two (2) additional one-year periods with all discounts, terms and conditions remaining the same? Yes _____ No _____
Initial Authorization _____

- The selected vendor will be required to sign the University of Massachusetts Contract for Services – Long Form which can be viewed on-line at: www.umass.edu/procurement/forms.
- Please bid based on the hourly rate per crew as requested:

Rate per hour per crew: \$_____

Bidders shall deliver their bid response to the following address by **Thursday, July 10, 2008 at 1:00pm, at which time the bids will be opened and publicly read.** Bids shall be clearly marked and addressed to:

**University of Massachusetts
Procurement Department
407 Goodell Bldg; 140 Hicks Way
Amherst, MA 01003
Fax 413-545-1643**

Attention: RFB AA09-RH-2846

It is the sole responsibility of the bidder to insure that its bid is delivered to the Procurement Department in its entirety by the due date and time. Late bids will not be considered, and will be placed, unopened, in the bid file. Faxed bids will be accepted, provided the original is received within 5 working days after bid deadline submission date.

All questions from prospective vendors regarding this Request for Bid shall be referred to the Purchasing Manager in the Procurement Department by email or fax only, by Tuesday, July 1, 2008 at 2:00 PM. No telephone calls will be entertained. Inquiries received after the specified date and time will not be accepted. The University will E-Mail its response to all questions to all bidders of record by formal addendum by 3:00 pm on Thursday, July 3, 2008 and post the questions and response on the Procurement Department Web-site at: www.umass.edu/procurement/openbids.

The contact information for this individual is:

**University of Massachusetts, Amherst
Rosemary A. Hassay, Purchasing Manager
Fax: (413) 545-1643
E-mail: procurement@admin.umass.edu**

The University will extend the due date by written addendum if such information significantly amends this request for bid or makes compliance with the original proposed due date impractical.

The University reserves the right to reject any or all bids, in whole or in part, and to make an award in a manner deemed to be in the University's best interest.