



# 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](mailto:procurement@admin.umass.edu) Web Page: [www.umass.edu/procurement](http://www.umass.edu/procurement)

(THIS IS NOT AN ORDER)

## REQUEST FOR BID # AA10-RH-3516

«Name» «Address_1» «Address_2» «City», «State» «Zip»	RFB Opening Date & Time: September 17, 2009 @ 1:00 PM		
	Requested by: Carol Thurlow Telephone: 413-545-0363 Department: Physical Plant Date Prepared: 9/3/2009		
	Description <b>BIDS ARE REQUESTED TO PROVIDE CONCRETE POLES PER THE ATTACHED SPECIFICATIONS OR APPROVED EQUAL FOR THE BID OPENING ON SEPTEMBER 17, 2009 @ 1:00 P.M.</b>	Unit Price	Total Price
	<b>DELIVERY LEAD-TIME AFTER RECEIPT OF ORDER: _____</b>		

PLEASE DIRECT ANY QUESTIONS REGARDING THIS RFB TO: ROSEMARY A. HASSAY AT [PROCUREMENT@ADMIN.UMASS.EDU](mailto:PROCUREMENT@ADMIN.UMASS.EDU)

### 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.
- 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. Payment: Net 30 days.
- 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: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Telephone: \_\_\_\_\_ FAX: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

Name of Person Submitting Bid: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

R# - 70329



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

**Concrete Poles  
per the attached specifications or approved equal**

**RFB# AA10-RH-3516  
Bid Opening Date – September 17, 2009 @ 1:00 p.m.**

The Department of Facilities and Campus Planning at the University of Massachusetts Amherst is extending an invitation for the request for bid to provide Concrete Poles per the following specifications or approved equal.

***Specifications:***

<b>Quantity:</b>	<b>Description</b>
12 each	Pole, Concrete Exposed 12' (16') 4' below grade Walkway Standards Color: Black Stresscrete # E160-APH-G-S11, C/W Boston Tenon
24 each	Pole, Concrete 24 Foot Exposed Height, (29') 5' below grade Roadway Standards Color: Black 4 Ft. Bracket Arm Stresscrete # E290-APH-S11 C/W 184 Arm
6 each	4' Double Arm Color must match the poles
4 each	2' Double Arm Color must match the poles

All pricing must include delivery to:

University of Massachusetts  
Attn: John Ghidinelli  
Physical Plant  
360 Campus Center Way  
Amherst, MA 01003

**Special Note: If you are submitting a bid on an "approved equal" all detailed information on the product must be included within the bid. Failure to include this information may disqualify the bid.**

The University is not responsible for any expenses that may be incurred by any bidder to prepare or submit bids.

All responses to this bid shall be made on the Bid Response Sheet or an exact facsimile thereof. Responses on a form which significantly deviates from the stated response parameters will not be reviewed and may be grounds for disqualification at the University's sole discretion.

Each bidder is solely responsible for the accuracy and completeness of its bid. Errors or omissions may be grounds for rejection, or may be interpreted in favor of the University. The University will not increase the purchase order to the successful vendor for omissions or oversights not due to the fault of the University or its agents. All changes must be approved in writing.

The successful bidder will be required to provide original signed W-9 form to the University if they are not already a recognized University vendor. A copy of this form can be accessed at: [www.umass.edu/procurement](http://www.umass.edu/procurement) - Click on "Forms" – Click on "University of Massachusetts Substitute W-9 Form".

Bidders shall deliver **two (2) copies** of their bid response to the following address by **Thursday, September 17, 2009 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 AA10-RH-3516***

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 September 9, 2009 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 5:00 pm on September 10, 2009.

The contact information for this individual is:

**University of Massachusetts Amherst  
Rosemary A. Hassay, Purchasing Manager  
Fax: (413) 545-1643  
Email: [procurement@admin.umass.edu](mailto: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 of Massachusetts is an Affirmative Action, Equal Opportunity Employer.

**University of Massachusetts Amherst**

**Bid Response Sheet**

**RFB# AA10-RH-3516**

**Concrete Poles**

**per the attached specifications or approved equal**

**Bid Opening Date: September 17, 2009 @ 1:00 pm**

All responses to this bid shall be made on this Bid Response Sheet or an exact facsimile thereof.

Responses in a form which significantly deviate from the stated response parameters will not be reviewed and may be grounds for disqualification by the University.

<b>Quantity</b>	<b>Description</b>	<b>Unit Price</b>	<b>Total Price</b>
<b>12 each</b>	Pole, Concrete, Exposed 12' (16') 4' Below Grade Walkway Standards; Color - Black; Stresscrete # E160-APH-G-S11 - C/W Boston Tendon		
<b>24 each</b>	Pole, Concrete, 24' exposed height (29') 5' Below Grade Roadway Standards; Color - Black; 4 Ft. Bracket Arm Stresscrete # E290-APH-S11 - C/W 184 Arm		
<b>6 each</b>	4' Double Arm Color must match the poles		
<b>4 each</b>	2' Double Arm Color must match the poles		
<b>Total Bid Price</b>			

**Delivery lead-time after receipt of order:** \_\_\_\_\_

**Vendor Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_ **City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **ZIP:** \_\_\_\_\_

**Telephone:** \_\_\_\_\_ **FAX:** \_\_\_\_\_ **E-Mail Address:** \_\_\_\_\_

**Name of Person Submitting Bid:** \_\_\_\_\_

**Authorized Signature:** \_\_\_\_\_