



# UNIVERSITY OF MASSACHUSETTS-AMHERST

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

Voice: 413-545-0361 FAX: 413-545-1643

E-mail: [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 # AA12-RH-4441

«Name» «Address_1» «Address_2» «City», «State» «Zip»	RFB Opening Date & Time: <b>December 7, 2011 @ 1:00 PM EST</b>		
	Requested by: Christopher Howland Telephone: 413-545-5385 Department: Auxiliary Services Date Prepared: 11/21/2011		
	Description	Unit Price	Total Price
	<b>BIDS ARE REQUESTED TO PROVIDE THE CONTRACT: STEELITE TABLEWARE &amp; WINCO FLATWARE PER THE ATTACHED SPECIFICATIONS OR APPROVED EQUAL FOR THE BID OPENING ON: DECEMBER 7, 2011 @ 1:00 P.M. EST</b>		
	<b>Contract Term: Date of the award through December 31, 2012.</b>		

PLEASE DIRECT ANY QUESTIONS REGARDING THIS RFB TO: ROSEMARY A. HASSAY @ [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 Due 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.

Your signature below signifies that your company complies with the RFB.

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

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

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

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

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

R# 124270



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

**Contract: Steelite Tableware and Winco Flatware  
per the following specifications or approved equal**

**RFB# AA12-RH-4441**

**Bid Opening Date – December 7, 2011 @ 1:00 p.m. EST**

The University of Massachusetts Amherst, Department of Auxiliary Services is seeking bids to provide the Contract: Steelite Dinnerware, Libbey Glassware and Winco Flatware per the following specifications or approved equal.

The Auxiliary Services Department is looking to transition all dining commons to Steelite Dinnerware, Libbey Glassware and the upgraded Winco Flatware. The Berkshire Dining Common will be the first of the dining commons to undergo this transition. If the new dinnerware, glassware and flatware can withstand the demands of our dining program, we will then look to transition additional dining commons sometime during April/May 2012 with the conclusion of the entire transition occurring in November/December 2012.

The initial order that is included in this RFB is for the Berkshire Dining Commons. As the transition continues throughout the term of this contract the initial order for each additional dining common will be similar to the Berkshire Dining Common order. There will be a total of three (3) dining commons included under this contract.

The University of Massachusetts Amherst is seeking bids for the initial purchase for all dining commons. These items will be taken in one delivery to a single location.

The University is also seeking bids for replacement pieces of the dinnerware, glassware and flatware under the terms of this contract. It is requested that replacement pieces have a delivery time of 24 hours with no minimum order requirements. Pricing is being requested on the replacement pieces for both full case and individual piece pricing.

**Specifications:**

All interested bidders should offer the following services:

- Be an authorized stocking dealer of Steelite pattern
- Requested guaranteed delivery of replacement items in 24 hours
- Requested no minimum order requirements on replacement items
- All shipping and delivery charges to the University of Massachusetts Amherst are to be included within the bid price.
- Bid prices shall remain firm for the term of the contract.
- Once the order has been placed, no substitutions on product will be accepted.

**Descriptions:**

- Steelite Tableware 10” Plate Model # 9001C302 Distinction / Monaco / Monaco White  
Packed 24 pieces (2 dozen) per case
- Steelite Tableware 6-1/4” Plate Model # 9001C305 Distinction / Monaco / Monaco White  
Packed 36 pieces (3 dozen) per case
- Steelite Tableware 5-1/4” Fruit Dish 4.6 oz. Model # 9001C329 Distinction / Monaco / Monaco White  
Packed 36 pieces (3 dozen) per case
- Steelite Tableware 8-3/4” Soup Plate / Bowl Model # 9001C310 Distinction / Monaco / Monaco White  
Packed 24 pieces (2 dozen) per case
- Steelite Tableware 8-1/2 oz. Mug Model # 9001C334 Distinction / Monaco / Monaco White  
Packed 36 pieces (3 dozen) per case
- Libbey Glassware 12.0 oz. Restaurant Basics Beverage Glass Model # 15588 Heat-Treated  
Height = 5” / Bottom Diameter = 2.125” / Top Diameter = 3.25”  
Packed 24 pieces (2 dozen) per case
- Winco Flatware Teaspoon Model # 00025-01 Houston, Heavyweight, Satin Finish  
Packed 600 pieces (50 dozen) per case
- Winco Flatware Dinner Fork Model # 0025-05 Houston, Heavyweight, Satin Finish  
Packed 600 pieces (50 dozen) per case
- Winco Flatware Dinner Knife Model # 0025-08 Houston, Heavyweight, Satin Finish  
Packed 300 pieces (25 dozen) per case
- Winco Flatware Soup Spoon Model # 0025-04 Houston, Heavyweight, Satin Finish  
Packed 600 pieces (50 dozen) per case

**Due to budget constraints, quantities may change and/or all items may not be ordered.**

Delivery Lead-time after receipt of order: \_\_\_\_\_

Delivery Lead-time after receipt of order for replacement items: \_\_\_\_\_

Delivery: FOB Destination, Amherst, MA

**All shipping and delivery charges to the University of Massachusetts Amherst are to be included within the bid price.**

***Any merchandise damaged by the shipper will not be accepted and will not be paid for.***

To arrange for delivery, please contact:

University of Massachusetts  
Attn: Mr. Christopher Howland, Manager Purchasing/Marketing  
Auxiliary Services  
Worcester Dining Commons  
Amherst, MA 01003  
Phone: 413-545-5385 / E-Mail: [chowland@mail.aux.umass.edu](mailto:chowland@mail.aux.umass.edu)

### **Contract Term:**

This contract shall commence from the date of the award through December 31, 2012.  
All pricing and terms and conditions shall remain firm throughout the term of this contract.

### **Termination of Contract:**

- **With Cause:** The contract may be terminated, for just cause, by either party at any time by giving the other party (60) sixty days written notice of such termination. If the affected party corrects the problem within the (60) sixty-day period, the contract will remain in effect.
- **Without Cause:** The contract may be terminated, without cause, by the University at any time giving (120) one hundred twenty days written notice to the vendor.

### **Cancellation for Cause:**

Any purchase agreement or contract arising from this solicitation will be subject to cancellation by the University of Massachusetts upon written notice and without penalty to the University of Massachusetts if, in the opinion of the University of Massachusetts, the quality, delivery schedule, specifications, terms, conditions, and other service requirements are not maintained as originally stated and accepted by the vendor.

### **Obligations in Event of Termination or Cancellation:**

1. Upon termination of this Contract, all finished or unfinished documents, data, studies and reports prepared by the Contractor pursuant to this Contract, shall become the property of the University.
2. Upon termination of this Contract, without cause, the University shall promptly pay the Contractor for all services performed to the effective date of termination, subject to offset of sums due the Contractor against sums owed by the Contractor to the University, and provided Contractor is not in default of this Contract and Contractor submits to the University a properly completed invoice, with supporting documentation covering such services, no later than thirty (30) calendar days after the effective date of termination.

**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.**

### **“Or Approved Equal” Specifications:**

Any reference to brand names and numbers in this solicitation is descriptive, but not restrictive, unless otherwise specified. Offers on equivalent items meeting the standards of quality thereby indicated will be considered, unless otherwise specified, providing the offer clearly describes the article offered and how it differs from the referenced brands. Unless the respondent specified otherwise, it is understood that the respondent is offering a referenced brand item as specified in the solicitation. The University will determine whether a substitute offer is equivalent to and meets the standards of quality indicated by the brand name referenced; and the University may require a respondent offering a substitute to supply additional descriptive material and a sample.

If items requested have quality guidelines of brand name or equal; the items offered must be equal to or better than the brands and model numbers specified as determined by the University of Massachusetts. The use of brand names in this solicitation are for the purpose of describing the standard of quality, performance and characteristics desired and is not intended to limit or restrict competition. Substantially equivalent products to those designated may be considered for award. “Or Equal” submissions will not be rejected because of minor differences in design, construction or features that do not affect the suitability of the product for its intended use.

### **References:**

Vendors must include with their bid response a list of three (3) current clients with similar requirements as those of the University of Massachusetts Amherst whom the University may contact for reference purposes, including the company name, contact person, telephone number, address and brief description of business done with the company within the past year. By submitting this information the vendor authorizes the University of Massachusetts Amherst to contact these clients for the purposes consistent with the review of this bid.

### **Order Placement:**

University Department will place orders with a University Purchase Orders or use of the University PROCard Credit Card.

### **Payment:**

The University's payment terms are net thirty (30) days from the date of receipt of contractor's invoice, with late penalty interest assessable at rates established by the Commonwealth after 45 days in accordance with Massachusetts General Laws ch. 29 §29C and with Commonwealth regulation 815 C.M.R. 4.00.

Invoices submitted to the University by the successful bidder for acquisitions under the contract will be itemized and priced out by the successful bidder in accordance with the figures contained in the bidder's response to this RFB. Therefore, bids must be inclusive. All payment shall be made in arrears, after services have been rendered to the satisfaction of the University.

### **W-9:**

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".

### **Massachusetts Freedom of Information Law:**

All bids and related documents submitted in response to this RFB are subject to the Massachusetts Freedom of Information Law, M.G.L. Chapter 66, and Section 10 and to M.G.L. Chapter 4, Section 7, Subsection 26, regarding public access to such documents. Statements in the bid response that are inconsistent with those statutes will be disregarded.

### **Certification:**

Contractor certifies under the pains and penalties of perjury that pursuant to Mass. Gen. Laws ch.62C, §49A, that the contractor has filed all state tax returns, paid all taxes and complied with all applicable laws relating to taxes; and that pursuant to Mass. Gen. Laws ch.151A, §19A(b), has complied with all laws of the Commonwealth relating to contributions and payment in lieu of contributions to the Employment Security System; and with all laws of the Commonwealth relating to Worker's Compensation, ch.152. Pursuant to federal law, contractor shall verify the immigration status of all workers assigned to the contract without engaging in unlawful discrimination; and contractor shall not knowingly or recklessly alter, falsify, or accept altered or falsified documents from any such worker.

### **Independent Contractor Status:**

The contractor is an independent contractor and not an employee or agent of the University. No act or direction of the University shall be deemed to create an employer/employee or joint employer relationship. The University shall not be obligated under any contract, subcontract, or other commitment made by the contractor.

### **Compliance with Laws and Regulations:**

The contractor shall observe and obey all laws, ordinances, regulations, and rules of the Federal Government, the Commonwealth of Massachusetts, local municipalities, and the University of Massachusetts Amherst which may be applicable to its operation herein, and shall, at its own cost, obtain and maintain all permits and licenses necessary of and to its operation.

**Affirmative Action, Equal Opportunity Employer:**

The University of Massachusetts is an Affirmative Action, Equal Opportunity Employer and as such prohibits discrimination on the basis of race, color, religion, creed, sex, age, marital status, national origin, mental or physical disability, political belief or affiliation, veteran status, sexual orientation, gender identity and expression, genetic information and any other class of individuals protected from discrimination under state or federal law in any aspect of the admission or treatment of students or in employment. The successful Contractor shall adhere to the same principles.

**Rehabilitation Compliance:**

In accordance with Section 504 of the Rehabilitation Act of 1973 and the implementing regulations of that Federal Act (45 CFR 84), the University of Massachusetts / Amherst does not discriminate on the basis of handicap in admission or access to, or treatment of employment in the programs and activities which the University operates. Inquiries concerning compliance with the regulations stated in the Federal Act should be directed to the Chancellor's Office; Whitmore Building; Amherst, MA 01003 Phone: 413-545-2004.

**Recordkeeping, Audit and Inspection of Records:**

The contractor shall maintain books, records and other compilations of data pertaining to the requirements of the Contract to the extent and in such detail as shall properly substantiate claims for payment under the Contract. All such records shall be kept for a period of six (6) years or for such longer period as is specified herein. All retention periods start on the first day after final payment under this Contract. If any litigation, claim, negotiation, audit or other action involving the records is commenced prior to the expiration of the applicable retention period, all records shall be retained until completion of the action and resolution of all issues resulting therefrom, or until the end of the applicable retention period, whichever is later. The Governor, the Secretary of Administration and Finance, the State Comptroller, the State Auditor, the Attorney General, the Federal grantor agency (if any), the University, or any of their duly authorized representatives or designees shall have the right at reasonable times and upon reasonable notice, to examine and copy, at reasonable expense, the books, records, and other compilations of data of the contractor which pertain to the provisions and requirements of this Contract. Such access shall include on-site audits, review, and copying of records.

**Political Activity Prohibited – Anti Boycott Warranty:**

The contractor may not use any Contract funds and none of the services to be provided by the contractor may be used for any partisan political activity or to further the election or defeat of any candidate for public office. During the term of this Contract, neither the contractor nor any controlled group, within the meaning of §993 (a) (3) of the Internal Revenue Code, as amended, shall participate in or cooperate with any international boycott, as defined in §999(b) (3) and (4) of the Internal Revenue Code of 1986, as amended; nor shall either engage in conduct declared to be unlawful by Mass Gen. Laws Ch.151E §2.

**Choice of Law:**

The laws of the Commonwealth of Massachusetts, without giving effect to its conflicts of law principles, govern all matters arising out of or relating to this Contract and all of the transactions it contemplates, including, without limitation, its validity, interpretation, construction, performance and enforcement. The contractor agrees to bring any federal or state legal proceedings arising under this Contract in which the Commonwealth or the University is a party, in a court of competent jurisdiction within the Commonwealth of Massachusetts. This paragraph shall not be construed to limit any other legal rights of the Parties.

**Indemnification of the University:**

The contractor shall defend, indemnify, and hold harmless the Commonwealth, the University, its Trustees, Officers, servants, and employees from and against any and all claims, liability, losses, third party claims, damages, costs, or expenses (including attorneys' and experts' fees) arising out of or resulting from the performance of the services performed by the contractor, its agents, servants, employees, or subcontractors under this Contract, provided that any such claims, liability, losses, third party claims, damages, costs, or expenses are attributable to bodily injury, personal injury, pecuniary injury, damage to real or tangible personal property, resulting there- from and caused in whole or in part by any intentional or negligent acts or omissions of the contractor, its employees, servants, agents, or subcontractors. The foregoing express obligation of indemnification shall not be construed to negate or abridge any other obligation of indemnification running to the Commonwealth and/or the University that

would otherwise exist. The University shall give the contractor prompt and timely notice of any claims, threatened or made, or any law suit instituted against it which could result in a claim for indemnification hereunder. The extent of this Contract of indemnification shall not be limited by any obligation or any term or condition of any insurance policy. The obligations set forth above shall survive the expiration or termination of this Contract.

### **Tax Exempt Status:**

The University is exempt from federal excise, state, and local taxes; therefore, sales to the University are exempt from Massachusetts sales and use taxes. If the University should become subject to any such taxes during the term of this Contract, the University shall reimburse the contractor for any cost or expense incurred. Any other taxes imposed on the contractor on account of this Contract shall be borne solely by the contractor.

### **Sustainability:**

The University of Massachusetts signed the President Obama's Climate commitment in 2007. See link for more information: [www.presidentsclimatecommitment.org](http://www.presidentsclimatecommitment.org) The University is committed to reducing the adverse environmental impact of our purchasing decisions; we are committed to buy goods and services from manufacturers and suppliers who share our environmental concern and commitment. We encourage proposals to include economical and environmentally friendly products and service options which serve to minimize waste, reduce excess packaging, recycle, reduce, reuse, prevent pollution and/or offer resource efficiency. It is our goal to maximize environmental responsibility on the UMass Campuses. Please propose details on how your company can support our initiative to provide sustainable products and services to our end-users.

- ◆ Describe the tools and resources that are available to our campuses.
- ◆ Describe what initiatives your company has implemented and is working on.
- ◆ Are green or recycled products clearly identified on your web ordering system so users can easily recognize them when ordering?

The University recommends that vendors use recycled paper and double-sided copying for production of all printed and photocopied documents.

### **Data Security and Breach Notification:**

The vendor shall protect data and information provided by the University to Vendor ("University Data") to commercially acceptable standards and no less rigorously than it protects its own confidential information.

The vendor shall develop, implement, maintain and use appropriate administrative, technical, and physical security measures to preserve the confidentiality, integrity, and availability of University data.

The Vendor will not provide any University data to and sub-contractor or agent without the prior express written permission of the University or as otherwise provided under the agreement.

The Vendor shall retain any University data only as long as needed for the specified purposed and to securely dispose of any University data when there is no longer a business need to retain that data.

The Vendor agrees to notify the University immediately if any breach of the security, confidentiality or integrity of University data occurs; assist the University in any subsequent investigation and notification processes; and to otherwise comply with all applicable Massachusetts and federal laws and regulations regarding data security and breach notifications, such as M.G.L. c. 93H and Health Information Technology for Economic and Clinical Health Act (HITECH Act).

### **PCI-DSS (Payment Card Industry-Data Security Standard):**

Treasurer's Office required language:

Service Providers and third-party providers and the "UMASS merchant" represent and warrant to the other party that it is Payment Card Industry Data Security Standard (PCI-DSS) compliant and shall remain compliant during the term of the Agreement. In the case of a third-party application, the applications will be listed as PA DSS compliant at the time of implementation by the University. In either situation, should either party become non-compliant during the term, the non-compliant party shall promptly notify the other party of its non-compliance status. Both parties are responsible for the security of the cardholder data that is in such party's control or possession, as mandated by PCI DSS in the performance of their individual and mutual responsibilities under this Agreement.

Service Providers must be listed on the Visa Global List of PCI DSS Validated Service Providers. Third-party applications must be listed on the PCI Security Standards Council List of Validated Payment Applications (PA-DSS). Should the Service Provider or Third Party Application not be listed, a letter from a Qualified Security Assessor stating compliance must be submitted.

**Receipt of RFB from a Source Other than Issuing Office – WARNING:**

Prospective bidders who have received this document from a source other than the Issuing Office should be aware that all official documents, including amendments, are posted on the University of Massachusetts Amherst Procurement web-site at: <http://www.umass.edu/procurement/bidsopen>

Bidders assume complete responsibility for obtaining all amendments, and will be bound by the terms of all amendments, even in the event that they do not receive direct communications from the Issuing Office prior to the closing date. It is the vendor's responsibility to check the University of Massachusetts Amherst Procurement web-site.

**Submission of a Bid:**

Submission of a bid indicates that the bidder has read, completely understands and agrees with this Request for Bid document. If the bidder takes exception to any of the contract terms and conditions contained herein, the bidder shall so note it as an exception in this Bid Response, referencing the section and item number and giving a complete explanation for the exception. The University reserves the right to use any such exception as grounds for rejection of the bid.

**Bid Opening Time and Date:**

Bidders shall deliver **two (2) copies** of their bid response in its entirety including all requested samples and/or supporting documentation as required in the bid specifications to the following address by **Wednesday, December 7, 2011 at 1:00 pm, EST 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 Building ~ 140 Hicks Way  
Amherst, MA 01003  
Fax 413-545-1643  
*Attention: RFB AA11-RH-4441***

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

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.

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 or bids delivered to an incorrect location 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.

Only bids that are received by the bid opening date and time will be considered. The UNIVERSITY reserves the right to reject any of all bids, wholly or in part and to make an award in a manner deemed by the Director of Procurement at the Amherst Campus to be in the University's best interest. The UNIVERSITY reserves the right to make a partial award for the services requested, or to make an award to more than one vendor.

If, at the time of the scheduled bid opening the University of Massachusetts Amherst is closed due to inclement weather or another unforeseeable event, the bid opening will be extended until 1:00 pm on the next normal business day. Bids will be accepted until that date and time.

***No electronic bids will be accepted.***

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, November 29, 2011 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 November 30, 2011. The contact information for this individual is:

<p style="text-align: center;"><b>University of Massachusetts Amherst</b> <b>Rosemary A. Hassay, Purchasing Manager</b> <b>Fax: (413) 545-1643</b> <b>Email: <a href="mailto:procurement@admin.umass.edu">procurement@admin.umass.edu</a></b></p>
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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.

Minority-Owned Business Enterprises (MBE) or Woman-Owned Business Enterprises (WBE) is strongly encouraged to submit proposals in response to this request for bid. For the purposes of this RFB the term MBE or WBE shall mean a consultant who is certified as a minority business enterprise by the State Office of Minority and Women-Owned Business Assistance (SOMWBA), and who is still certified at the time the Respondent's Qualifications are submitted. All minority owned businesses are encouraged to apply for SOMWBA certification. For further information on SOMWBA qualifications, or access to vendor lists, contact the State Office of Minority and Woman-Owned Business Assistance at (617) 727-8692 or go to <http://www.somwba.state.ma.us> for more information.

The University of Massachusetts is an Affirmative Action, Equal Opportunity Employer.



**University of Massachusetts Amherst**

**Bid Response Sheet # 2 – Replacement Pricing - Full Cases ONLY**

**RFB# AA12-RH-4441**

**Contract: Steelite Dinnerware, Libbey Glassware & Winco Flatware**

per the following specifications or approved equal

**Bid Opening Date: December 7, 2011 @ 1:00 pm EST**

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.

Quantity	Model #	Description	Case Price
1 case	9001C302	Steelite Dinnerware - 10" Plate – Packed 24 pcs, per case Distinction / Monaco / Monaco White	
1 case	9001C305	Steelite Dinnerware - 6-1/4" Plate – Packed 36 pcs. per case Distinction / Monaco / Monaco White	
1 case	9001C329	Steelite Dinnerware - 5-1/4" Fruit Dish 4.6 oz. – Packed 36 pcs. per case Distinction/Monaco/Monaco White	
1 case	9001C310	Steelite Dinnerware - 8-3/4" Soup Plate / Bowl – Packed 24 pcs. per case Distinction/Monaco/Monaco White	
1 case	9001C334	Steelite Dinnerware - 8-1/2 oz. Mug – Packed 36 pcs. per case Distinction/Monaco/Monaco White	
1 case	15588	Libbey Glassware – 12.0 oz. Restaurant Basics Beverage Glass – Packed 36 pcs per case	
1 case	0025-01	Winco Flatware – Teaspoon – Packed 600 pieces per case Houston, Heavyweight, Satin Finish	
1 case	0025-05	Winco Flatware – Dinner Fork – Packed 600 pieces per case Houston, Heavyweight, Satin Finish	
1 case	0025-08	Winco Flatware – Dinner Knife – Packed 300 pieces per case Houston, Heavyweight, Satin Finish	
1 case	0025-04	Winco Flatware – Soupspoon – Packed 600 pieces per case Houston, Heavyweight, Satin Finish	

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

**Minimum order requirement:** \_\_\_\_\_

**Your signature below signifies that your company complies with the RFB.**

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

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

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

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

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

**University of Massachusetts Amherst**

**Bid Response Sheet # 3 – Replacement Pricing – Individual Piece ONLY**

**RFB# AA12-RH-4441**

**Contract: Steelite Dinnerware, Libbey Glassware & Winco Flatware**

per the following specifications or approved equal

**Bid Opening Date: December 7, 2011 @ 1:00 pm EST**

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.

Quantity	Model #	Description	Per Piece Price
1 piece	9001C302	Steelite Dinnerware - 10" Plate – Distinction / Monaco/Monaco White	
1 piece	9001C305	Steelite Dinnerware - 6-1/4" Plate – Distinction / Monaco / Monaco White	
1 piece	9001C329	Steelite Dinnerware - 5-1/4" Fruit Dish 4.6 oz. – Distinction/Monaco/Monaco White	
1 piece	9001C310	Steelite Dinnerware - 8-3/4" Soup Plate / Bowl – Distinction/Monaco/Monaco White	
1 piece	9001C334	Steelite Dinnerware - 8-1/2 oz. Mug – Distinction/Monaco/Monaco White	
1 piece	15588	Libbey Glassware – 12.0 oz. Restaurant Basics Beverage Glass	
1 piece	0025-01	Winco Flatware – Teaspoon – Houston, Heavyweight, Satin Finish	
1 piece	0025-05	Winco Flatware – Dinner Fork – Houston, Heavyweight, Satin Finish	
1 piece	0025-08	Winco Flatware – Dinner Knife – Houston, Heavyweight, Satin Finish	
1 piece	0025-04	Winco Flatware – Soupspoon – Houston, Heavyweight, Satin Finish	

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

**Minimum order requirement:** \_\_\_\_\_

**Your signature below signifies that your company complies with the RFB.**

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

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

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

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

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

List three (3) customers with similar requirements as those of the University of Massachusetts Amherst whom the University may contact for reference purposes, including the company name, contact person, telephone number, address and brief description of business done with the company within the past year. By submitting this information the vendor authorizes the University of Massachusetts Amherst to contact these clients for the purposes consistent with the review of this bid.

**Reference #1**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Description of Services:** \_\_\_\_\_  
\_\_\_\_\_

**Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Contract Term:** \_\_\_\_\_ **Through:** \_\_\_\_\_

**Reference # 2**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Description of Services:** \_\_\_\_\_  
\_\_\_\_\_

**Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Contract Term:** \_\_\_\_\_ **Through:** \_\_\_\_\_

**Reference #3**

**Company Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**Description of Services:** \_\_\_\_\_  
\_\_\_\_\_

**Contact:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Fax:** \_\_\_\_\_ **E-Mail:** \_\_\_\_\_

**Contract Term:** \_\_\_\_\_ **Through:** \_\_\_\_\_

**Your signature below signifies that your company complies with the RFB.**

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

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

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

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

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