

Please indicate your best delivery estimate for each line item after receipt of order.

Items are needed for an installation project to begin on campus on or about May 19, 2008.

Bidders shall make partial shipments in the event the entire order cannot be received by May 16, 2008.

In the event that additional parts are needed, we ask that bidders agree to hold their pricing for a minimum of 120 days from the bid opening date, April 9, 2008.

All questions regarding this bid must be submitted in writing. Telephone calls will not be entertained.

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 2:00 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.
- 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:** _____