



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 # AA10-RH-3443

		RFB Opening Date & Time: August 4, 2009 @ 1:00 PM	
		Requested by: Joyce Hahn Department: Athletics Phone: 413-545-3522 Date Prepared: 7/22/2009	
	Description	Unit Price	Total Price
	BIDS ARE REQUESTED TO PROVIDE 5-GALLON CONTAINERS OF WHITE FIELD MARKING PAINT FOR THE ATHLETIC DEPARTMENT PER THE ATTACHED SPECIFICATIONS OR APPROVED EQUAL FOR THE BID OPENING ON AUGUST 4, 2009 @ 1:00 P.M.		
Approximately 250 – 5-gallon Containers	Cost per 5-Gallon Container:		
	Contract Term: date of award to June 30, 2010 with the option to renew for an additional two (2) one-year terms.		
	LEAD TIME AFTER RECEIPT OF ORDER: _____		
TOTAL BID PRICE >>>>>>			

PLEASE DIRECT ANY QUESTIONS REGARDING THIS RFB TO: ROSEMARY A. HASSAY @ 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. **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. Payment 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# 67212



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

**White Field Marking Paint
per the attached specifications or approved equal**

RFB# AA10-RH-3443

Bid Opening Date – August 4, 2009 @ 1:00 p.m.

The Athletic Department at the University of Massachusetts Amherst is seeking bid to provide White Field Marking Paint per the attached specifications or approved equal.

Contract Term: Date of award through June 30, 2010 with the option to renew for two (2) additional one-year terms based upon the mutual agreement of the successful bidder(s).

All terms and conditions will remain the same for all option periods.

Prices for the two option periods may increase ____% (vendor complete percentage) over the current year.

Yes to Contract Extension: _____ No to Contract Extension: _____

Bid Specifications:

- 5-gallon containers of white field making paint.
- Quantity: approximately 250 – 5-gallon containers are purchased each fiscal year.
However, there is no guarantee of volume or quantity given.
- Paint can be diluted up to 4-parts water to 1-part paint.
- Paint should be visible for an extended period of time.
- Pioneer paint or similar brand is acceptable. If quoting on any other brand than Pioneer paint, include brand name and all specifications on the paint submitted.
- Delivery of paint will be request on an as needed basis throughout the year.
- References: Include a listing of three (3) references of Universities and/or colleges that use the paint being quoted.
- UMass is requesting a sample of the paint being quoted to ensure that it is an acceptable product. Please forward one 5-gallon bucket of white paint by August 4, 2009 to:

University of Massachusetts
Attn: Dan Markowski
Associate AD for Facilities and Operations
206 Boyden Building
Amherst, MA 01003

Special Note: Mark on the outside of the container: AA10-RH-3443 – SAMPLE

- Cost per 5-gallon container: _____
- Delivery lead-time after receipt of order: _____

FOB: Destination, Amherst, MA

Prices must include delivery to the University of Massachusetts, Amherst, MA.

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.

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 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 - 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 Tuesday, August 4, 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-3443

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 Wednesday, July 29, 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 Thursday, July 30, 2009 and post the questions and response on the Procurement 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
 Email: 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.

List three (3) references of Universities and/or colleges that use the paint being quoted as those of the University of Massachusetts Amherst whom the University may contact for reference purposes, including the school/University 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
 – AA10-RH-3443 – White Field Marking Paint.

Reference #1	
School/University Name:	_____
Address:	_____
Description of Services:	_____ _____
Contact:	_____
Phone:	_____ Fax: _____ E-Mail: _____
Contract Term:	_____ Through: _____
Reference # 2	
School/University Name:	_____
Address:	_____
Description of Services:	_____ _____
Contact:	_____
Phone:	_____ Fax: _____ E-Mail: _____
Contract Term:	_____ Through: _____
Reference #3	
School/University 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: _____ Telephone: _____ Fax: _____

Name of Person Submitting Bid: _____ Authorized Signature: _____

Address: _____ City: _____ State: _____

E-Mail Address: _____ Zip: _____