

LEGAL NOTICE

INVITATION to BID

The Town of Ridgefield invites all interested parties to submit sealed bids on the following:

Bid DUE DATE: June 23, 2017
Bid DUE TIME: 11:00 a.m.
Bid ITEMS: Parks & Recreation Facility - Carpet
Bid NUMBER: 17-30

Terms and conditions as well as the description of items being bid are stated in the specifications. **Specifications may be obtained at the following address:**

**Town of Ridgefield
Kenneth T. Sandberg
400 Main Street
Ridgefield, CT. 06877
203-431-2720**

Or downloaded from www.ridgefieldct.org in "Governments" "View All Departments" – "Purchasing" – "Bid Notices"

The return bid envelope must be marked and addressed to the following:

**TOWN OF RIDGEFIELD
DIRECTOR OF PURCHASING
BID NUMBER: 17-30
400 MAIN STREET
RIDGEFIELD, CT. 06877**

Proposals must be received no later than the date and time stated above at the Director of Purchasing's office on the second floor. **For further information, please call Kenneth T. Sandberg at (203) 431-2720 or E-Mail at purchasing@ridgefieldct.org**

Bid Documents available at www.ridgefieldct.org in "Governments" "View All Departments" – "Purchasing" – "Bid Notices"

Results may be viewed at www.ridgefieldct.org in "Governments" – "View All Departments" – "Purchasing" – "Bid Results"

TOWN OF RIDGEFIELD CONNECTICUT

BOARD OF SELECTMAN

INSTRUCTIONS TO BIDDERS

1. Submit proposals in a sealed envelope plainly marked with bid number to identify this particular proposal.
2. Withdrawals of or amendments to bids received later than the time and date specified for bid opening will not be considered.
3. The Board of Selectman of the Town of Ridgefield reserves the right to accept or reject any or all options, bids or proposals; to waive any technicality in any bid or part thereof, and to accept any bid deemed to be in the best interest of the Town of Ridgefield, Connecticut.
4. Bidders may be present at the opening of bids.
5. Bids may be held by the Town of Ridgefield for a period not to exceed sixty (60) days from the opening of bids for the purpose of reviewing the bids and investigating the qualifications of bidders prior to the awarding of the contract.
6. Insurance requirements, if any, must be submitted with the bid. This includes any Hold Harmless requirements as well as Certificates of Insurance, if required, for the full amounts specified. **Unauthorized** changes to these forms, i.e. adding, striking out and/or changing any words, language or limits **will cause the bidder to be disqualified.**

Please Note: **Certificates of Insurance, if required, MUST name the Town of Ridgefield as “Additional Insured”.** Failure to do so may mean disqualification from the Bid.

Town of Ridgefield

APPENDIX - HOLD HARMLESS AGREEMENT (Please Complete & Return With Your Bid)

The undersigned covenants and agrees to and shall at all times indemnify, protect and save harmless the Town of Ridgefield from and against all costs or expenses resulting from any and all losses, damages, detriments, claims, demands, cost and charges including attorney's fees the Town of Ridgefield may directly or indirectly suffer, sustain or be subjected to by reason or on account of the work to be performed pursuant to this Contract or any activities in connection with said Contract whether such losses and damages be suffered or sustained by the Town of Ridgefield directly or by its employees, licenses or invitees or be suffered or sustained by other persons or corporations who may seek to hold the Town of Ridgefield liable therefore.

The Contractor shall comply with the Provisions of the Immigration Reform and Control Act of 1986 effective and enforceable as of June 6, 1987 which Act makes unlawful the hiring for employment or subcontracting individuals failing to provide documentation of legal eligibility to work in the United States. The Contractor shall hold the Town of Ridgefield harmless for the failure of the Contractor to comply with the provisions of said Act.

IN WITNESS WHEREOF, the parties hereto have set their

hand and seal this the _____
Date

Printed Company Business Name

Signed, Sealed and Delivered in the
Presence of:

Signed:

Notary Public

Printed Name

Town of Ridgefield

Parks & Recreation Department

Bid Request

Bid Due Date: June 23, 2017
11:00 a.m.

Bid Item:

Replace carpet in Administrative Office area and Front Desk area at the Ridgefield Recreation Center.

Scope of Work:

Remove old carpet from floor and premises and discard into trucks on site.
Prepare floor for new carpet.
Install new carpet approximately 2,350 square feet.

Vendor must visit sight and measure areas in order to bid. (Contact Mr. Peter Lyman Keeler, Building Maintenance Supervisor for dates and hours)

Carpet Specifications: (No "Or Equals" Accepted)

Manufacturer	Tandus Flooring
Style:	Garrison #04389
Color:	Enchant #68003
Width:	6 Feet
Backing:	Powerbond Cushion, RS

4.25" Carpet Base in office area
4" x 1/8" Gauge vinyl gauge cove base in front desk area

Furniture and IT removal and re-installation by Recreation Center staff.

Location: Ridgefield Recreation Center
195 Danbury Road
Ridgefield, CT 06877

Contact: Mr. Peter Lyman Keeler, Building Maintenance Supervisor
(203) 431-2755 (office)
(203) 470-1448 (cell)
E-mail: recinmaint@ridgefieldct.org

Work must be done as follows:

- Front desk area after 6:00 p.m. on Saturday or Sunday
- Administrative office weekday after 5:00 p.m. and anytime Saturday or Sunday

Pricing:

Vendors shall submit a single price for providing and installing the carpet (please include total number of square feet) in both areas at the Parks & Recreation Center at 195 Danbury Road, Ridgefield, CT 06877. **Price should be submitted on the Vendors letterhead in a sealed envelope with the Bid number on the envelope.** Contractors shall state normal delivery and install time from when they receive a Purchase Order signifying the award. The Town is anticipating a quick award.

Sealed Bids must be received by June 23, 2017 by 11:00 a.m. where they will be publicly opened and read aloud.

The items listed on the Specification page are the minimum standard items requested. Bids that have only the minimum items requested and/or have the least extra items beyond the minimum items and are at a lower cost, will be considered first. If a listed code is in conflict with the written description, the written description will overrule the code. If a specific description or item has been discontinued and updated with a slightly revised version for the model year requested, the revised version may be substituted for what is listed.

If any or all of the items are beyond existing available funds, then any or all bids may be rejected.