

### **BID #WG18-34 SPECIFICATIONS**

Baldwin County desires bids for the Provision of Industrial Fittings, Hoses and Accessories. All prices shall be firm for the period the bid award is in effect. If a supplier cannot hold their prices, then that item will be subject to price comparison among other suppliers.

These specifications shall be construed as minimum. All integral parts not specifically mentioned in the scope of these specifications that are necessary to provide a complete working unit shall be furnished.

Bidder shall give a unit price as indicated on the Bid Response Form. The price shall include all applicable charges, to include but not limited to delivery, freight, etc.

The use of specific names and numbers in the specifications is not intended to restrict the bidder or any seller and/or manufacturer, but is solely for the purpose of indicating the type, size and quality of materials, products, service, or equipment considered best adapted to the County's intended use.

### **BID RESPONSE FORM:**

Each bidder shall use the Bid Response Form provided for their bid. All warranties and exceptions are to be attached to the back of the Response Form. *The bid Guarantee shall be attached to the front of the Response Form and Compliance Form shall be attached to the back of the Bid Response Form.* **All exceptions must be listed and attached to the bid response form.**

### **AWARD**

**The intent of the County is to award bid to one vendor.**

Award will be to the lowest responsible bidder meeting specifications. It is not the policy of the Baldwin County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purchase for which required, terms of delivery, finance package, resale value of equipment, and fast service and experience are among the factors that will be considered in determining the responsive bidder.

### **DELIVERY TERMS**

All orders should be delivered as soon as possible, but not more than twenty-four (24) hours after receipt of order (ARO) unless otherwise approved by staff. Partial shipments are acceptable if authorized. Items will be delivered to the address on the Purchase Order. All freight charges must be paid by the vendor.

A Purchase Order will be issued for the materials and quantities listed. Delivery shall be made to the location(s) described in "DELIVERY", above.

### **QUANTITY**

The County does not guarantee any certain quantity to be purchased from this contract.

### **CONTRACT PERIOD**

**It is the intent of the Baldwin County Commission to award this contract for a twelve (12) calendar month period. However, the Baldwin County Commission may, at their option and in agreement with the Successful Bidder, renew the contract for up to two (2) additional years (2019 and 2020), in twelve (12) month increments. Any successive extension must have written approval of both the County and Vendor no later than 30 days prior to expiration of the previous 12-month period. The prices for 2018 shall also apply to the extension period(s).**

### **VENDOR INVOICING INSTRUCTIONS:**

All invoices must agree with the purchase order in description and price and include the following information: 1) Purchase Order Number 2) Ship to department name and address.

**In order to ensure prompt payment, ALL ORIGINAL INVOICES \* MUST BE SENT TO:**

Baldwin County Commission  
312 Courthouse Square, Suite 11  
Bay Minette, AL 36507

**\*If invoices do not agree with purchase order, credits or a corrected invoice will be required in order for the County to process payment.**

**PRE-PAYMENT:**

No pre-payments of any kind will be made prior to shipment.

**TAX:**

Baldwin County is exempt from all tax. Provided however, bidder shall be responsible for payment of all sales, use, lease ad valorem and any other tax that may be levied or assessed by reason of this transaction.

**BID BOND:**

**Each bidder will furnish a bid bond in the amount of \$500.00.**

**HOLD HARMLESS PROVISION**

The contractor shall at all times indemnify and save harmless the County and it's Departments, their officers and employees, against all liability, claim of liability, loss, cost or damage, including, death, and loss of services, on account of any injury to persons or property, occurring from any cause whatsoever in the construction work involved in the contract, and will at his expense defend on behalf of the County and it's departments, their officers and employees, either or all, any suit brought against them or any of the, arising from any such cause.

The obligations of the Contractor under this Paragraph shall not extend to the liability of the departments, its agents or employees arising out of (1) the preparation or approval of maps, drawings, opinions, reports, surveys, change orders, designs or specifications. Or (2) the giving of or the failure to give direction or instruction by the county's departments, its agents or employees provided such giving or failure to give is the primary cause of the injury or damage.

**GENERAL**

The Baldwin County Commission expressly reserves the right to reject any or all bids, or parts of bids, and to make the award or awards as the best interest of the County appears.

It is the responsibility of the supplier to provide proof of delivery of merchandise. Proof of delivery required would consist of a signed delivery ticket by a designated county representative.

**MANUFACTURER/ITEM #**

Vendors must complete the MFR/ITEM # being bid for each item on the TARGET LIST, even if bidding the recommended MFR/ITEM #. Failure to complete this information or to bid all items on the TARGET LIST will result in bid rejection.

A copy of the completed TARGET LIST must also be submitted with the required copy of the bid response. Failure to submit a completed copy of the TARGET LIST will result in bid rejection.

**Unit pricing entered on the TARGET LIST must be "Cost" before the = % is added.**

**DESCRIPTIVE LITERATURE**

The MFR/ITEM #S referenced provide a level of quality and unless otherwise specified are not restrictive. Vendors bidding an alternate MFR/ITEM # may be required to provide descriptive/technical literature for evaluation. Reference to literature with a previous bid or to a website will not satisfy this requirement. Literature, if requested, must be provided within 3 business days from the date of request. Failure to provide literature, to provide literature in a timely manner, or to provide literature which demonstrates that the bid item meets or exceeds specifications will result in bid rejection.

**MATERIALS, SUPPLIES OR EQUIPMENT**

All materials, supplies or equipment being bid and delivered to the County shall be new, unused, or recent manufacture, first class in every respect, and suitable for their intended purpose.

**CATALOGS/PRICE LISTS**

CATALOGS/PRICE LISTS must show the "COST" before the bid + % is added. CATALOGS/PRICE LISTS must be provided to the County at the time the bid is submitted.

**Each Bidder must submit their "COST" + percentage price on page 1 of 2 of the Response Form. Target items are just a list of items to compare prices.**

**BID #WG18-34 RESPONSE FORM**

Provision of Industrial Fittings, Hoses & Accessories

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Date: \_\_\_\_\_

Out of State \_\_\_\_\_ or \_\_\_\_\_ If yes, \_\_\_\_\_  
Yes No Registration Number

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

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

Company Rep \_\_\_\_\_  
(Rep. Name Typed or Printed)

Position: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Financing through another agency beside yourself \_\_\_\_\_ or XX  
Yes No

If yes, must attach a copy of the financing agreement and all conditions to this response from.

\_\_\_\_\_  
Financing Agency Authorized Signature

**BID AMOUNT:**

**Industrial Fittings, Hoses & Accessories**

**COST + \_\_\_\_\_ % of Catalog Items**

**A BID GUARANTEE OF \$500.00 MUST BE INCLUDED WITH THIS BID.**

**BID #WG18-34 RESPONSE FORM**

Provision of Industrial Fittings , Hoses &amp; Accessories

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**TARGET LIST**

DESCRIPTION	RECOMMENDED MFR/ITEM #	MFR/ITEM # BEING BID	U/M	UNIT PRICE
Crimp Sleeve SS 1 1/2"	Breeze 150-4SS		EACH	
FHYD Adapt 04MJIC X 04MNPT	Parker 2404-04-04		EACH	
JIC Male Plug 7/16	Parker 2408-04		EACH	
FHYD Adapt 08MJIC X 08MNPT 45	Parker 2503-08-08		EACH	
DOT 45 Male Elbow 3/8 X 1/4	Parker W379PLP / 279PC6X4		EACH	
ST Bushing 1" X 1/2" PT	Parker 5406-16-08		EACH	
O-Ring Face Seal Plug 1"	Parker 839TT - 16		EACH	
Flat Face Seal CAP 1"	Parker FNL / FS0304C-16		EACH	
2 Wire HYD Hose 3/8"	Parker BXX06		EACH	
2 Wire HYD Hose 1"	Parker BXX16		EACH	
CP20S SS Clamp 5" ID Punch	Breeze F03CP20S		EACH	
Smooth Clamp SS 13/16 X 3/8	Breeze-CT / F03JS201		EACH	
Tank Truck Suction 3"	Parker 881-100R4 / H01RTT300		EACH	
FHYD Crimp 06Hose X 06FNPT	Parker HY06-06FF		EACH	
HYD Crimp 1/2" Hose X 1/2" FPS	Parker HY08-08FN		EACH	
Plastic Protector 3/8" - 7/16"	Parker HP-B / R12SS0B		EACH	
2 Wire HYD 100R2 1"	Parker R2AT-16		EACH	
Metal Braid 304 3/4"	Micro Flex SSB304034		EACH	