

REQUEST FOR QUOTE NOTICE

RFQ N-16

Forklift Preventative Maintenance Services

Notice is hereby given that Connecticut Transit (*CTtransit*) is requesting Quotes from outside organizations to provide Forklift Preventative Maintenance Services. The H.N.S. Management Company, Inc. (d/b/a *CTtransit*) is a Subsidiary Corporation of First Transit Group, Inc. established as the legal entity to perform a service contract with the State of Connecticut.

Services shall be based on all provisions, conditions, instructions and specifications as outlined in the Quote. Forms, instructions and specifications are available from the Purchasing Department of *CTtransit*; by emailing Quoters complete company information (company name, address, telephone number, fax number, contact person, and email address) to gchapin@cttransit.com. Questions, clarifications and/or suggestions are due on or before **10:00 am Friday, May 6, 2016**. Quotes are due on or before **2:00 pm Tuesday, May 24, 2016**. Sealed Quotes should be clearly marked "**RFQ N-16**" and "**Forklift Preventative Maintenance Services**" in capital letters and sent to the attention of Greg Chapin, Assistant Purchasing & Contracts Officer at PO Box 66, Hartford, CT 06141-0066 or 100 Leibert Road, Hartford, CT 06120 for hand delivery. Any Quote received thereafter shall not be considered and will be returned to the Quoter. It is the responsibility of the Quoter to assure that its Quote arrives at the designated location and person by the specified time stated above.

CTtransit has working relationships with the State of Connecticut and First America. Through these relationships we have the advantage of requesting the same pricing afforded on their contracts. *CTtransit* would expect that pricing, for the services requested, on any State of Connecticut and/or First America contract would be extended through this request for Proposal.

Issuance of the Request for Quote does not commit *CTtransit* to award any contract. *CTtransit* reserves the right to waive any irregularities and formalities, to reject any and all Quotes submitted, to re-advertise, and to make contracts in the best interest of *CTtransit* and/or the Department of Transportation of the State of Connecticut.

Greg Chapin
Assistant Purchasing & Contracts Officer

An Affirmative Action—Equal Opportunity Employer