

REQUEST FOR QUOTATION
STO-93 Rev. 10/01

INSTRUCTIONS

Please quote us your prices on the commodities listed below.
All prices must be F.O.B. Destination and you must show Unit Price, Amount, and Total or bid may be rejected.

Since the State of Connecticut is exempt from the payment of Federal Excise Taxes and the Connecticut Sales Tax, do not include such taxes.

We reserve the right to reject in whole or in part any or all bids submitted.

The contractor agrees and warrants that in the performance of this contract he will not discriminate or permit discrimination against any person or group of persons on the grounds of race, color, religious creed, age, marital status, national origin, sex, sexual orientation, learning disability, mental retardation or physical disability, including, but not limited to, blindness, unless it is shown by such contractor that such disability prevents performance of the work involved, in any manner prohibited by the laws of the United State or of the State of Connecticut. If the contractor agrees and warrants that he will make good faith efforts to employ minority business enterprises as subcontractors and suppliers of materials on such project. The contractor further agrees to provide the Commission Human Rights and Opportunities with such information requested by the Commission concerning the employment practices and procedures of the contractor as related to the provisions of this section and section 46a-56. For the purposes of this section "minority business enterprise" means any subcontractor or supplier of materials fifty-one percent or more of the capital stock, if any, or assets of which is owned by a person or persons: (1) Who are active in the daily affairs of the enterprise; (2) who have the power to direct the management and policies of the enterprise; and (3) who are members of a minority, as such term is defined in subsection (a) of section 32-9n.

VENDOR:

This is not an order. Fill in and return to STATE OF CONNECTICUT at the address shown below.

ISSUED BY (Agency) DORS/Bureau of Rehabilitation Services		(Return bid attention of) Nina N. Copeland	BID NO. 16BRS021
AGENCY ADDRESS 55 Farmington Avenue, Hartford, CT 06105		DATE ISSUED June 27, 2016	
SHIP PREPAID TO (ABOVE AGENCY AT ADDRESS SHOWN.) (Unless other address is entered here) Bridgeport, CT		DATE AND TIME BID REQUIRED 7/18/2016 4:00 P.M.	
SIGNED (For Agency) Nina N. Copeland	TITLE Secretary I	TELEPHONE NO. (860) 424-4876	DATE MATERIAL REQUIRED 60 days

ITEM NO.	DESCRIPTION	UNIT	QUANTITY	To be completed by bidder Unit Price Amount	
	<p align="center"><u>REQUEST FOR QUOTE</u></p> <p>Home modification for a person with a disability in Bridgeport, CT</p> <p>“PLEASE CALL FOR SPECIFICATIONS-NOT AVAILABLE ON-LINE”</p> <p>VENDOR REQUIREMENT: MUST VISIT THE SITE AND MEET WITH THE CLIENT AND INSPECT ALL FIELD CONDITIONS BEFORE SUBMITTING A BID. MUST BE PRE-APPROVED AND MEET THE BUREAU OF REHABILITATION SERVICES QUALIFICATIONS BEFORE RECEIVING AN AWARD. ANY DEVIATION FROM THE ARCHITECT’S DRAWINGS, AND/OR ANY SUBSTITUTION OF EQUIPMENT (EQUIVALENT) MUST BE APPROVED BY THE ARCHITECT.</p> <p>RETURN BID TO: Nina N. Copeland at the above address E-MAIL: nina.copeland@ct.gov PHONE# (860) 424-4876 FAX# (860) 424-4850 WEB SITE: www.ct.gov/brs **When submitting a bid via email, the bid number must be referenced on the subject line</p>				
	<i>Delivery (If applicable):</i>				
				TOTAL: \$	

To be completed by bidder	QUOTATION NO.	DATE SUBMITTED	DELIVERY AS REQ'D ABOVE (Unless noted here)		
	SIGNED	TITLE	TELEPHONE NO. & EXTENSION	CASH DISCOUNT TERMS	PAYMENT TERMS
by bidder	VENDOR FEIN/SSN	ARE YOU INCORPORATED	PURCHASE ORDER ADDRESS (If different from bidder's address above)		
		<input type="checkbox"/> YES <input type="checkbox"/> NO		_____% ____ days, DAYS	NET 45

BIDDER'S INFORMATION

CLIENT'S CHOICE: Bid awards may not always go to the lowest bidder. Clients may choose among the qualified bidders, provided they agree to pay the difference between the low bid and their vendor of choice.

CONTRACTOR'S RESPONSIBILITY: The contractor shall maintain a habitable environment for the normal conduct on ongoing household/business operations consistent with applicable local, state, and federal requirements when working in the occupied area.

The contractor should be aware and make his personnel aware that if the household/business was constructed prior to 1978 that it is likely to have painted surfaces containing lead based paint.

The contractor must contact the consumer and schedule an appointment for the site visit prior to the actual site visit.

SPECIAL BID TERMS AND CONDITIONS FOR HOME IMPROVEMENT CONTRACTORS

Nature and Scope

This bid is intended to cover the State of Connecticut, Department of Social Services, Bureau of Rehabilitation Services' requirement for home modifications within the client's home/business.

Special Requirements

The contractor must include, with the bid quotation, evidence of his valid home improvement registration number with the State of Connecticut, Department of Consumer Protection. Upon award of the contract the contractor must provide the Bureau with valid workers compensation (if applicable) and liability insurance for the client's residence/business.

The contractor is to contact the Bureau of Rehabilitation Services counselor of the consumer to schedule with the architect a final inspection of the accessibility alterations.

The contractor must itemize all bids, as requested in the bid proposal. Any bidder that offers a total price without item breakdown as requested, will be automatically rejected. Unless otherwise noted in the proposal the State intends to award the total project to one contractor.

Before beginning construction at the client's residence the contractor must provide, to the BRS consultant, a copy of the building permit and any other necessary permits for home modification.

If equipment is required, the contractor is to coordinate and cooperate with the equipment vendor to insure smooth and efficient installation within the sixty day time period.

The final invoice must be accompanied by the Certificate of occupancy from the Town Building Inspector.

No alterations or deviation from the construction drawing will be permitted without the prior approval of the Bureau of Rehabilitation Services and the licensed architect assigned to the project.

Taxes

Purchases by the State of Connecticut or on behalf of the State are exempt from the payment of federal and state taxes. Any agreement between the client and contractor is subject to state taxes in accordance with a Guide to Connecticut Sales and Use Taxes for

Building Contractors (IP 95(ii)). This guide is obtainable from the Department of Revenue Services, Hartford, CT 06106.

Contract Period

Modifications shall be completed within sixty (60) days of receipt of the purchase order.

Changes to Contract Period

The State reserves the right to accelerate the contract period depending on the urgency of the situation and the condition of the home to accommodate an individual with a disability.

If the awarded contractor experiences delays in receiving material and has made a good faith effort to obtain the needed supplies or other extenuating circumstances occur which will delay completion of the home modification, the contractor is responsible to contact the Bureau in writing and request a change in the contract period.

Without permission from the Bureau to extend beyond the contracted period, the contractor may be subject to penalty. For each and every day beyond the allowed contract period that the client's home or business is not completed, the state reserves the right to assess a penalty charge to the contractor. This penalty charge is 2% per day. The penalty charge will be deducted from the contractor's invoice for the home modification project. The bureau director has the discretion to waive the liquidated damages or any portion thereof.

Changes to the General Specification of the Architect

Prior to making any changes to the construction document the contractor must contact the Bureau of Rehabilitation Services counselor and the architect for approval.

No alterations or deviation to these drawings will be permitted without the approval of the Bureau of Rehabilitation Services.

Any sidebar agreements made between the client and the contractor for other construction work than specified in the general specification and construction drawings generated by the architects shall be the sole responsibility of the client.

Inspections

The contractor must contact the building official of the town of the client's residence/business for appropriate interim inspections and final inspections. The final invoice must include a Certificate of Occupancy from the building inspector. In addition the Bureau of Rehabilitation Services will conduct a final inspection to determine whether the contractor has followed the construction drawings and has met the standard

the Bureau requires. If the standard is not met, the contractor has ten business days in which to bring the project up to the Bureau's standard.

Invoice

Invoices may be addressed to the Bureau of Rehabilitation Services counselor of the consumer to expedite payment.

Sub-contractor(s)

The contractor must verify that any sub-contractors he employees have the appropriate state licenses or certificates as required by state law.

Client's Portion

The contractor is responsible for collection of the client's portion of payment for the contract or any sidebar agreements. The contractor should know if the town building official requires compliance with regulation of the Department of Public Safety concerning smoke detectors enacted July, 1994 it is the sole responsibility of the client and/or the property owner not the Bureau of Rehabilitation Services.