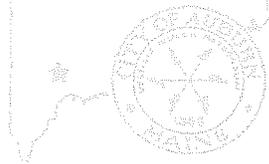


City of Auburn, Maine

"Maine's City of Opportunity"

Financial Services



July 16, 2014

Dear Bidder:

The City of Auburn is accepting written quotation for Fire Extinguishers and Fire Suppression Systems Inspection. The City reserves the right to accept or reject any or all proposals in whole or in part, and to waive any informality the City may determine necessary. The City also reserves to itself the exclusive right to accept any proposals when it is deemed by the City to be in its best interest. The City of Auburn is governed by Title 1 M.R.S.A. § 401-410, otherwise known as the Freedom of Information Act, which considers bid specifications as public documents. In awarding any proposal, the City may consider, but not be limited to, any of the following factors: Bidder qualifications, price, experience, financial standing with the City, warranties, references, bonding, delivery date, and service of Bidder.

Proposals will not receive consideration unless submitted in accordance with the following instructions. Please mark envelopes plainly "**Fire Extinguishers and Fire Suppression Systems Inspection - Bid #2015-001**".

Please submit in a sealed envelope to the City of Auburn by 2:00 p.m. Thursday, **July 31, 2014**. Proposals must be received by Derek Boulanger, Facilities Manager/ Purchasing Agent, 60 Court Street, Auburn, Maine 04210 on or before the date and time appointed. Proposals will be opened at 2:00 PM at Auburn Hall. The City will not accept late bids.

Sincerely,

Derek Boulanger
Facilities Manager/ Purchasing Agent

Introduction to Request

The City of Auburn is seeking quotes from qualified providers to provide annual and or semi-annual inspection of fire extinguishers and fire suppression systems at various locations throughout the City. The requested quote is for a three year period.

Scope of Work

The proposer shall provide all necessary labor, material and supplies for the proper annual inspection of city department fire extinguishers and semi-annual inspection of fire suppression systems.

Inquiries

All inquiries regarding this proposal should be addressed to Derek Boulanger, Facilities Manager/ Purchasing Agent at 207 333-6601, extension 1135.

Taxes

The City is exempt from payment of Federal Excise Taxes on the articles not for resale, Federal Transportation Tax on all shipments and Maine Sales Tax and Use Taxes. Please quote less these taxes. Upon application, an exemption letter will be furnished with the Purchase Order when required.

Delivery of Proposals

Proposals must be received by the Purchasing Agent for the City of Auburn at Auburn Hall, 60 Court Street, Auburn, Maine 04210 no later than 2:00 pm on **July 31, 2014**.

Proposers are solely responsible for ensuring that proposals are delivered on time. Delays caused by any delivery service will not be grounds for an extension of the proposal due date and time. Proposals received after the due date and time will be returned unopened.

Cost of Proposal

This RFP does not commit the City to pay any costs incurred by any candidate in the submission of a proposal. The entire cost of preparing and submitting a proposal will be borne by the bidder.

Bid Submission Form

Authorization

The undersigned individual/firm/business guarantees to perform the necessary work as identified in the above information. The undersigned submits this proposal without collusion with any other person, individual, or firm or agency. The undersigned ensures the authority to act on behalf of the corporation, partnership or individual they represent; and has read and agreed to all of the terms, requests, or conditions written herein by the City of Auburn, Maine. By signing this bid form, the firm listed below hereby affirms that its bid meets the minimum specifications and standards as listed above.

Signature _____ Name (print) _____

Title _____ Company _____
Legal Name

Address _____

Telephone No. _____ Fax No. _____

Email Address: _____

Federal Tax ID Number: _____

STATE OF MAINE
_____, SS.

Date: _____

Personally appeared _____ and acknowledged the foregoing instrument to be his/her free act and deed in his/her capacity and the free act and deed of said company.

Notary Public

Print Name

Commission Expires _____

City of Auburn

60 Court Street • Auburn, Maine

	Department/Location	Quantity	Inspection Type	Unit price FY2015	Unit price FY2016	Unit Price FY2017
1	Park's & Recreation					
	48 Pettengill Road					
	Extinguishers	25	Annual			
	Fire Dept					
2	550 Minot Avenue					
	180 South Main Street					
	651 Center Street					
	Extinguishers	65	Annual			
	Fire Suppression System		Semi-annual			
	Public Works					
3	296 Gracelawn Road					
	Extinguishers	114	Annual			
	Gas Pump Suppression System	1	Semi-annual			
	Police Dept.					
4	1 Minot Avenue					
	Extinguishers	39	Annual			
	Gas Pump Suppression System	2	Semi-annual			
5	Auburn Hall/Parking Garage					
	60 Court Street					
	Extinguishers	24	Annual			
6	Auburn Public Library					
	49 Spring Street					
	Extinguishers	8	Annual			
8	Other Fees:					
	6 year maintenance Test	each				
	Verification of service collar	each				
	Fire extinguisher tag cover	each				
	Fire extinguisher sign	each				
	Wall bracket	each				
	Hydro test	each				
	2. 5lb ABC Dry Chem.	Per	Recharge			
	5 lb ABC Dry Chem.	Per	Recharge			
	10 lb ABC Dry Chem.	Per	Recharge			
	20 lb ABC Dry Chem.	Per	Recharge			
	5 lb CO2.	Per	Recharge			
	10 lb CO2.	Per	Recharge			
	15 lb CO2.	Per	Recharge			
	20 lb CO2	Per	Recharge			
	Labor/hourly rate					