



**CITY OF AZTEC
REQUEST FOR QUOTATION
RFQ #2022-798
THIS IS NOT AN ORDER**

DATE:	8/26/2021	SUBMIT QUOTES TO: VENDOR REGISTRY (VENDORREGISTRY.COM) REFERENCE RFQ 2022-798	QUESTIONS SHOULD BE DIRECTED TO: VENDOR REGISTRY
RFQ #:	2022-798		
DUE DATE:	9/30/2021		
TIME:	10:00 AM		
NIGP CODE(S):	913- 27,45,62,82,96		

NAME OF COMPANY SUBMITTING QUOTE: _____

NEW MEXICO RESIDENT PREFERENCE	PAYMENT TERMS	DELIVERY/SERVICE ADDRESS
# _____	_____ % _____ DAYS	
<u>New Mexico Resident or Veteran Preference will be applied to only those certified vendors who have included both number (written above) AND attach current certificate.</u>	NET 30 DAYS AFTER RECEIPT OF INVOICE	FOB DESTINATION – FREIGHT COSTS:

NOTES TO BIDDERS: The Scope of Work for this construction is divided into three major items which correspond to the bid form items. These items are described below.

1. Traffic Control

This is a lump sum bid item that includes the following tasks:

- A. Preparation of an alternate traffic control plan for City approval, if desired.
- B. Provide and install all signage and control devices as shown on the Drawings or as directed by the approved alternate plan.
- C. Provide all labor including flaggers needed to implement the traffic control plan
- D. Upon completion of construction, remove all traffic control signage devices and clean any collected grit, gravel or debris gathered around the devices.

2. Roadway, Drainage Piping and Sidewalk Repair

- A. This is a lump sum bid item that includes the following tasks:
- B. Cut, remove and dispose of the asphalt, curb and sidewalk as shown on the Drawings.
- C. Excavate, remove and dispose of the soil around the inlet as shown on the drawings.

D. Repair the storm drainage piping connected to the inlet as shown and described in the Drawings.

E. Provide, place and compact the fill material around the inlet as specified and shown on the Drawings. GEOMAT will perform the required compaction testing.

F. Perform base preparation and provide and install all materials to restore the sidewalk and road surface as shown and described in the Drawings.

G. Clean up the sidewalk and roadway in the vicinity of the roadway repair.

3. Engineered Fill (if needed)

This is a unit cost bid item with an estimated quantity to cover the cost of for placement of engineered fill if deemed necessary by GEOMAT due to encountered subsurface soil conditions.

ITEM #	DESCRIPTION	QTY	UNIT	PRICE PER UNIT	TOTAL
1	Traffic Control	1	LS		
2	Roadway, Drainage Piping and Sidewalk Repair	1	LS		
3	Engineered Fill	1	CY		

DATE OF QUOTE	
SUBMITTED BY (Printed Name)	
SIGNATURE (To be valid offer, bidder must sign here)	
COMPANY NAME	
ADDRESS	
TELEPHONE	
FAX	
EMAIL ADDRESS	
FED TAX ID NUMBER	
NM CRS ID NUMBER	

- RFQ shall be FOB Destination and must indicate normal lead time and/or best delivery date on the items listed. Shipping costs shall be included in quote. New Mexico laws prohibit acceptance of ownership of goods in transit.
- This RFQ and any required documents must be received by the Department indicated on the RFQ by the date and time indicated. RFQ's may be submitted via email, fax or USPS.
- All supplies and components quoted shall be new unless indicated otherwise. Any quotes submitted for used or reconditioned supplies or components will be considered non-responsive. Quotes must be valid for a minimum of 30 days.
- The RFQ Number shall appear on all quotations and related correspondence.
- New Mexico Resident & Veteran Vendor Preference: Preference will only be applied to those Bidders who have been issued a certification number from the State of New Mexico Taxation & Revenue Department and return a copy of their certificate with their quote. Veterans Preference is separate from the New Mexico resident preference and is not cumulative with that preference.
- Use of Contract by Other Agencies: Pursuant to Section 13-1-129, NMSA 1978, Bidders /Contractors /Offerors are hereby notified that any central purchasing office allowed by law and as otherwise allowed by their respective governing rules and regulations, may contract for the goods and/or services included in this procurement document with the awarded Bidder /Contractor /Offeror. Contractual engagements accomplished under this provision shall be solely between the Bidder /Contractor /Offeror and the contracting entity with no obligation by the City of Aztec.
- By law (Section 13-1-191, NMSA, 1978) the City is required to inform Vendors of the following: (1) it is a third-degree felony under New Mexico law to commit the offense of bribery of a public officer or public employee (Section 30-24-1, NMSA, 1978); (2) it is a third-degree felony to commit the offense of demanding or receiving a bribe by a public officer or public employee (Section 30-24-2, NMSA, 1978); (3) it is a fourth-degree felony to commit the offense of soliciting or receiving illegal kickbacks (Section 30-41-1, NMSA, 1978); (4) it is a fourth-degree felony to commit the offense of offering or paying illegal kickbacks (Section 30-41-2, NMSA, 1978).
- Conflict of Interest: Bidder warrants that it presently has no interest and will not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of service under this contract. Bidder must notify the City's Chief Procurement Officer if any employee(s) of the requesting department or the Purchasing Office have a financial interest in the Bidder. If yes, the Bidder must specify the employee(s) name in their proposal.
- Debarment, Suspension, and Ineligibility: By submitting a response (RFQ/Bid/Offer) to this solicitation, the business (Bidder /Offeror /Contractor) represents and warrants that it is not debarred, suspended, or placed in ineligibility under the provisions of Federal Executive Order 12549.
- New vendors required to complete Vendor Packet <http://www.aztecnm.gov/purchasing/NewVendorPacket.pdf> prior to issuance of purchase order.