

OFFICE OF THE SULLIVAN COUNTY TN PURCHASING AGENT

3411 HIGHWAY 126-SUITE 201, BLOUNTVILLE, TN 37617-0569
PHONE 423/323-6400 FAX 423/323-7249

REQUEST FOR PROPOSAL/TERM CONTRACT #5412000094(ca)
CONTRACT PERIOD EFFECTIVE: JULY 1ST 2019 THROUGH JUNE 30TH 2020
COMMODITY/SERVICE DESCRIPTION: **DISHMACHINE & LAUNDRY SUPPLIES**
BID OPENING DAY/TIME: **MAY 29, 2019 (2:00pm)**
SULLIVAN COUNTY USER DEPARTMENT(S) : **JAIL**

EACH RFP/TERM CONTRACT RESPONSE MUST BE RETURNED IN A **SEALED ENVELOPE** VIA MAIL, COURIER OR IN PERSON. **PHONE, FAX OR ELECTRONIC RESPONSES ARE NOT ACCEPTABLE!** RESPONSES WILL BE ACCEPTED BY THE PURCHASING AGENT ONLY UNTIL THE DAY/TIME DESIGNATED ABOVE, AT WHICH TIME THEY WILL BE PUBLICLY OPENED. RESPONSES MUST CLEARLY IDENTIFY THE RFP/TERM CONTRACT NUMBER ON THE OUTSIDE OF THE ENVELOPE, BE PRESENTED IN ORIGINAL FORMAT, BE COMPLETED IN TOTALITY AND BEAR THE HANDWRITTEN SIGNATURE OF A DULY AUTHORIZED COMPANY REPRESENTATIVE. FAILURE TO COMPLY WITH THE RFP PREREQUISITE WILL BE CAUSE TO DISQUALIFY SAME. LATE RESPONSES WILL ARE NOT ACCEPTABLE!

SUBMISSION OF THIS TERM CONTRACT RESPONSE VERIFIES VENDOR'S ACCEPTANCE OF THE RFPs LANGUAGE, REQUIREMENTS AND THE GENERAL PROCUREMENT TERMS AND CONDITIONS FORM #GPTC1004-14.

NOTE: IF FORM #GPTC1004-14 IS OMITTED IN THIS RFP REQUEST, WE HAVE THE APPROPRIATE SIGNED DOCUMENTS FROM YOUR COMPANY (A DUPLICATE IS NOT NECESSARY UNLESS INFORMAITON HAS CHANGED SINCE LAST SUBMITTAL). IF FORM #GPTC1004-14 IS ENCLOSED WITH THIS RFP SOLICITATION, PLEASE SIGN AND RETURN THE APPROPRIATE PAGES WITH YOUR RFP REPNSE.

UNIT PRICES FOR GOODS/SERVICES SHALL BE QUOTED "NET 30 DAYS" AND SHALL INCLUDE ALL SHIPPING, HANDLING, FREIGHT AND/OR ANY OTHER COSTS ASSOCIATED TO EITHER DELIVERY TO SULLIVAN COUNTY LOCATION, PICKED UP AT VENDOR'S BUSINESS LOCATION AND/OR BOTH (AS DESIGNATED). ADDITIONAL DELIVERY, LOADING/UNLOADING CHARGES AND/OR ANY OTHER CHARGES/SURCHARGES WILL NOT BE AUTHORIZED DURING THE CONTRACT PERIOD, UNLESS WRITTEN PERMISSION IS GRANTED BY THE PURCHASING AGENT. AWARDS MAY BE DETERMINED PER UNIT (LINE ITEM) AND/OR AS A TOTAL (WHOLE) AWARD; WHICHEVER IS IN THE BEST INTEREST OF SULLIVAN COUNTY. PRICE INCREASES WILL NOT BE CONSIDERED UNTIL AFTER AUGUST 1ST 2019. IF AN ESCALATION CLAUSE IS TO BE CONSIDERED AFTER THAT DATE, VENDOR IS REQUIRED TO SUBMIT WRITTEN NOTIFICATION TO THE PURCHASING AGENT AT LEAST FIVE (5) WORKING DAYS PRIOR TO THE EFFECTIVE DATE OF ANY PRICE INCREASE - NO EXCEPTIONS! APPROVAL OF ANY PRICE INCREASES WILL BE DEPENDENT UPON OPEN MARKET TRENDS. PURCHASING AGENT HAS THE RIGHT TO ACCEPT OR REJECT ANY PRICE INCREASES.

ARE PRICES SUBMITTED: FIRM ___ SUBJECT TO CHANGE ___
[Check appropriate space]

ALL ITEMS MUST BE READILY AVAILABLE FROM THE SUCCESSFUL VENDOR DURING THE ENTIRE TERM PERIOD.

INDICATE RESPONSE TIME: DELIVERED _____ DAYS ... PICKED UP _____ DAYS

ALL GOODS PROVIDED TO SULLIVAN COUNTY SHALL BE FREE FROM DAMAGE/DEFECTS. GOODS DAMAGED IN TRANSIT BY COMMON CARRIER ARE THE SOLE RESPONSIBILITY OF THE VENDOR, INCLUDING ALL COMMUNICATIONS AND REPLACEMENT ARRANGEMENTS.

IF INFORMATION (SPECIFICATIONS, DATA SHEETS, ANALYSIS, DRAWINGS, ETC.) OR PRODUCT SAMPLES ARE REQUESTED IN THIS TERM CONTRACT PROPOSAL, RESPONDING VENDOR MUST ENCLOSE/SUPPLY SAME. FAILURE TO COMPLY WILL BE CAUSE TO DISQUALIFY THE VENDOR FROM AWARD CONSIDERATION.

THE SULLIVAN COUNTY PURCHASING AGENT HAS THE RIGHT TO ACCEPT, REJECT, AWARD OR CANCEL ANY/ALL QUOTES AND TO WAIVE ANY INFORMALITIES OR IRREGULARITIES, IF SAME IS DEEMED IN THE BEST INTEREST OF SULLIVAN COUNTY. SULLIVAN COUNTY DOES NOT OBLIGATE ITSELF TO ACCEPT THE LOWEST AND/OR ANY QUOTE OFFERED.

| | |
|------------------|-----------------------|
| VENDOR: _____ | REPRESENTATIVE: _____ |
| PHONE: _____ | FAX: _____ |
| E-MAIL: _____ | |
| SIGNATURE: _____ | |
| DATE: _____ | |

PLEASE PRINT

CONTRACT (TERM) COVER PAGE

GENERAL BID CONDITIONS

DISHMACHINE AND LAUNDRY SUPPLIES – SULLIVAN COUNTY JAIL

RFP# 5412000094(ca)

All goods delivered must be in strict accordance to the brand, conditions, and certifications specified and accepted in the bid awards.

1. In the event of default, which might be:
 - a. the failure to deliver the product which was bid or
 - b. failure to meet specifications in the product delivered, the vendor shall be required to replace the item with the correct product, or a superior product at equal or lower cost, with prior approval of the Sullivan County Purchasing Agent.

After three consecutive defaults, the total value of the faulty product will be deducted from the owing balance of the company. The company shall lose eligibility to transact business with the Sullivan County Purchasing Department.

2. Invoices shall contain the number of units, the unit description (brand name, size or weight), unit price, total price and total invoice price.
3. Duplicate copies of the invoices must be left with Jail Kitchen Supervisor. The Jail Kitchen Supervisor and/or his designee must sign and date the invoices at the time of delivery and submit for payment.
4. No products shall be shipped without proper authorization from Jail employee. Unauthorized shipments will not be the responsibility of Sullivan County.
5. The Sullivan County Purchasing Agent reserves the right to cancel the total contract on a thirty (30) day calendar notice, if the vendor fails to comply with the terms and conditions of this agreement or fails to make shipments at the times agreed upon, except the causes beyond the vendor's control.

I have read these General Bid Conditions and understand they will be requested during the contract period. If contracts are let to extend past the Fiscal Year Period, these conditions will remain in effect until the expiration date(s) of the contract.

Would your company consider a three (3) year Renewable Contract? Yes ___ No ___

I will comply with all Terms and Conditions concerning Dishmachine/Laundry Supply Purchases for the Sullivan County Jail. I accept all written documentation as an active part of any bid submitted by my company.

(Signature /title of representative)

(Company name)

(Business Phone Number)

**LAUNDRY AND DISHMACHINE DETERGENT
EFFECTIVE: 7/1/19 - 6/30/20
ATTACHMENT TO RFP# 5412000094(ca)**

| ITEM | PRODUCT NO. | DESCRIPTION | PRICE/CS |
|------|-------------|---|----------|
| 1 | 430875 | ULTRA HEAVY DUTY DETERGENT (4/8) | |
| 2 | 430577 | SUPER RINSE (5 GAL.) | |
| 3 | 430574 | LSR DELIMER (4/1 GAL) | |
| 4 | 430582 | LAUNDRY SOFTNER (5 GAL) | |
| 5 | 430594 | LAUNDRY DESTAINER (5 GAL) | |
| 6 | 430591 | LAUNDRY DETERGENT HEAVY DUTY (5 GAL) | |
| 7 | 430596 | KITCHEN EXTRA POWER DEGREASER (4/1 GAL) | |
| 8 | 430575 | LEMON FRESH POT & PAN (5 GAL) | |

FIRM NAME: _____

CONTACT PERSON: _____

PHONE NUMBER: _____ **FAX NUMBER:** _____

IRAN DIVESTMENT ACT AFFIDAVIT

As per Tennessee Code Annotated, Title 12, and effective July 1, 2016:

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to §12-12-106.

Signature

Date