



INVITATION FOR BID (IFB)

for

GUTTER INSTALLATION

City of Hanahan Municipal Complex

SUBMIT BIDS TO:

**City of Hanahan Purchasing
1255 Yeamans Hall Road
Hanahan, S.C. 29410**

Bid Submission date: August 19, 2016 – 2 p.m.

COH – IFB #072116



Qualified Vendors are invited to submit a bid to furnish **GUTTER INSTALLATION** for The City of Hanahan Municipal Complex by replying to the enclosed Scope and requirements. Bids should be submitted in a sealed package clearly marked **“GUTTER INSTALLATON”** and marked with the due date and bid number. If more than one package is submitted, they should be marked 1 of 2, etc. All bids must be submitted with two (2) copies along with business references to:

City of Hanahan
1255 Yeamans Hall Road
Hanahan, SC 29410
Attn: Kitty Farias, Purchasing Agent
GUTTER INSTALLATION

****NOTE: All Bidders must submit at least 3 references to be considered. Bidders shall set up an appointment meeting with David Kornahrens (IT and Building Manager) to retrieve current specifications of the building complex prior to submitting bids.**

Please contact David Kornahrens: - dkornahrens@cityofhanahan.com -- PH: 843-708-9517

All questions should be submitted by email to dkornahrens@cityofhanahan.com by August 15, 2016. Bids must be received by 2 p.m. at the above address no later than Friday, August, 19, 2016. Late bids **will not be considered** regardless of the reason.

PLEASE NOTE that **no part** of a Bid may be submitted via Fax or EMAIL. Any questions answered during the bid period, if said answer affects the essence of the bid, will be incorporated in an addendum; which will be forwarded equally to all proposers. No verbal instructions or interpretations of drawings and specifications will be made other than indicated above.

INFORMATION FOR BIDDERS

The CITY has the right to waive any informalities, defects or irregularities in any bid/proposal.

Bids should be simple and economical, providing a straight-forward and concise description of the vendor's ability to meet the requirements of the Bid Request. To be considered vendors must submit a complete response to this Bid using the format provided. Each proposal must be submitted in two (2) copies. Bids must be signed by an official authorized to bind the vendor to its provisions.



SCOPE

Vendors/Contractors are invited to bid on the installation of gutters for the City of Hanahan Municipal Complex, with the following scope of work.

- A. All labor, materials, tools, equipment and supervision as required to install new galvanized steel flashing, gutters, downspouts, aluminum trim, and related items required to complete the work.

GENERAL REQUIREMENTS

- A. Contractor shall submit color chips, in duplicate, of all available colors of actual prefinished materials for selection by owner.
- B. Comply with details shown and with applicable requirements and details of SMACNA “Architectural Sheet Metal Manual” and other recognized industry practices. Comply with material manufacturer instructions and recommendations for forming material.
- C. Shop-fabricate materials to the greatest extent possible. Fabricate for waterproof and weather resistant performance with expansion provisions for running work sufficient to permanently prevent leakage, damage or deterioration. Form materials to fit substrates. Form exposed sheet metal work without excessive oil-canning, buckling and tool marks, true to line and levels indicated with exposed edges folded back to form hems.
- D. Contractor must complete the project no later than 90 days after receipt of order.
- E. Upon substantial completion of the work a walk-thru and punch list will be done and the contractor will have 2 weeks to make corrections if any items are found that need to be corrected.
- F. Contractor to provide written (2) year warranty for water tightness against leaks and color fading.



**CITY OF HANAHAN
Municipal Complex
Invitation for Bid**

GUTTER INSTALLATION

COMPANY NAME: _____

ADDRESS: _____

PHONE: _____ EMAIL: _____

BID AMOUNT: \$ _____

SIGNATURE: _____ DATE: _____

***Signature of this page will warrant a signed Agreement to COH from Vendor after bid award.*