BID SOLICITATION

City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

BID OPENING DATE AND TIME:
07-JUN-18 at 2:00 PM

BID NUMBER: 305129

BUYER:
PHONE #: (423) 643-7230
DELIVERY REQUIRED:

SEALED BIDS

Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

VENDOR
RFQ

MAIL TO
City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total

Requisition No.: 170397 / Bid No. 305129
Ordering Dept.: Human Resources
Buyer: Deidre Keylon, dmkeylon@chattanooga.gov, 423-643-7231
****

DESCRIPTION:
This shall be a twelve (12) month blanket contract for a Health Insurance Eligibility Audit for the Human Resources Department. The contract may be renewed f
****

ATTACHMENTS:
- Specifications must be requested by bidder by email to dmkeylon@chattanooga.gov with subject "Request for Specs for Bid 305129 Health Insurance Eligibilit
- Iran Divestment Act for signature
- Affirmative Action Plan for signature
- No Contact/No Advocacy Affidavit, for signature, must be Notarized
- Standard Terms and Conditions: available at http://www.chattanooga.gov/purchasing/standard-terms-and-conditions
****

*** Deadline for Questions (In writing only to dmkeylon@chattanooga.gov)
is May 31, 2018, at 2:00 pm, est***
****

*** BIDS MUST BE RECEIVED NO LATER THAN ***
***** 2:00 PM ON JUNE 7, 2018 *****
****

*
SUBMIT SEALED BIDS IN DUPLICATE WITH AN ADDITIONAL COPY ON A
FLASH DRIVE INDICATING BID NUMBER (305129) ON OUTSIDE PACKAGING
*
****

NOTE: All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder ack

The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion m

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.
****

THE CITY OF CHATTANOOGA SHALL GUARANTEE NO MINIMUM OR MAXIMUM AMOUNT PURCHASED DURING THE LIFETIME OF THE CONTRACT.
****

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Company Name_____

Address_____

Phone/Toll-Free No. _____

Fax No. _____

E-Mail Address _____

Contact Person's Name _____

Estimated Delivery_____

Minority-Owned Business ___ Small Business ___ Veteran ___

Minority Woman Owned Business ___ Disabled Veteran ___

Women-Owned Business ___

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VENDOR
RFQ

MAIL TO
City of Chattanooga
101 East 11th Street, Suite G13
Chattanooga, TN 37402

Item	Class-Item	Quantity	Unit	Unit Price	Total
1	Health insurance eligibility audit	1	Each	_____	_____

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS

ALL BIDS MUST BE SIGNED – The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.
Bids will be received at the above mentioned address.

TERMS OF PAYMENT: _____

TELEPHONE NUMBER: _____

COMPANY: _____

SIGNATURE: _____

NAME AND TITLE: _____

Complete Text for BID 305129 Health Insurance Eligibility Audit

Requisition No.: 170397 / Bid No. 305129
Ordering Dept.: Human Resources
Buyer: Deidre Keylon, dmkeylon@chattanooga.gov, 423-643-7231
****

DESCRIPTION:
This shall be a twelve (12) month blanket contract for a Health Insurance Eligibility Audit for the Human Resources Department. The contract may be renewed for two (2) additional twelve (12) month terms under the same Terms and Conditions by Mutual Agreement. The City of Chattanooga and the Contractor may bilaterally extend the contract by Written Confirmation by both parties at least 30 days prior to the contract's current expiration date into any successive term as provided herein.
****

ATTACHMENTS:
- Specifications must be requested by bidder by email to dmkeylon@chattanooga.gov with subject "Request for Specs for Bid 305129 Health Insurance Eligibility Audit" received no later than 2:00 pm, est, June 5, 2018
- Iran Divestment Act for signature
- Affirmative Action Plan for signature
- No Contact/No Advocacy Affidavit, for signature, must be Notarized
- Standard Terms and Conditions: available at http://www.chattanooga.gov/purchasing/standard-terms-and-conditions
****

*** Deadline for Questions (In writing only to dmkeylon@chattanooga.gov) is May 31, 2018, at 2:00 pm, est***
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*** BIDS MUST BE RECEIVED NO LATER THAN ***
***** 2:00 PM ON JUNE 7, 2018 *****
****
*

SUBMIT SEALED BIDS IN DUPLICATE WITH AN ADDITIONAL COPY ON A FLASH DRIVE INDICATING BID NUMBER (305129) ON OUTSIDE PACKAGING
*
****

NOTE: All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.

The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.

The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.
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Minority-Owned Business ___ Small Business ___ Veteran ___

Minority Woman Owned Business ___ Disabled Veteran ___

Women-Owned Business ___