



REQUEST FOR QUOTATION

Quotations will be received until 07-JUN-18 at 4:30 PM

Reqn. No: 305143

PURCHASING OFFICE

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

Phone: (423) 643-7230
Fax: (423) 643-7244

Page 1 of 2 Date: 05/31/2018

VENDOR NOTICE (THIS IS NOT A PURCHASE ORDER)

The City of Chattanooga reserves the right to reject any and/or all bids, waive all informalities in the bids received, and to accept any bid, which is 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. The city is exempt from all federal and state tax. Tax is not to be included in the bid price.

DELIVERY LOCATION:

City of Chattanooga
Purchasing Department
101 E. 11th Street, Suite G13
Chattanooga, TN 37402

BUYER: M Hernandez

VENDOR QUOTATION

Item	Description of Material, Service or Construction	Qty	Unit	Unit Price	Extended Price
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Bid exactly as specified?

Yes _____ No _____

Are there additional Shipping Charges

Yes _____ No _____

Attachments:

Specifications (1 page)
Iran Divestment Act (1 page)
Affirmative Action Plan (2 Pages)

City of Chattanooga (COC) Terms and Conditions posted on Website
<http://www.chattanooga.gov/general-services/purchasing/standard-terms-and-conditions>

If you can't download call buyer for a copy.

NOTE:

ALL BIDS MUST BE SIGNED

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.

PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:

Company Name _____

Address _____

Phone/Toll-Free No. _____

Fax No. _____

eMail Address _____

Contact Person's Name _____

Estimated Delivery _____

Minority-Owned Business _____ Small Business _____ Veteran _____

Minority Woman-Owned Business _____ Disabled Veteran _____

Woman-Owned Business _____

THIS SECTION MUST BE COMPLETED BY VENDOR

Delivery shall be made _____ calendar days after receipt of order. Payment Terms: _____

Vendor: - RFQ -

Phone: () Fax:

Email Address: _____

Signature

Date

Typed Name and Title



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VENDOR QUOTATION

Item	Description of Material, Service or Construction	Qty	Unit	Unit Price	Extended Price
1	3 stand up desks, per attached specifications or similiar			_____	_____
TOTAL					_____

THIS SECTION MUST BE COMPLETED BY VENDOR

Delivery shall be made _____ calendar days after receipt of order. Payment Terms: _____

Vendor: . - RFQ -

Phone: () Fax:

Email Address:

Signature

Date

Typed Name and Title

Luxor Standard Sit & Stand Desk, Brown (STANDUP-CF60-DW)

Model #: STANDUP-CF60-DW

Product Details

- Stand Up Desk
- Steel Frame/ MDM Top
- 59"Wx29.5"Dx29-42.75"H
- ANSI/BIFMA
- Assembly required
- Lifetime

Luxor's STANDUP-CF60-DW is a sturdy desk that not only delivers the health benefits of standing, but allows for effortless adjustment with the use of the central crank. The crank adjustable standing desk is a mobile solution for improving employee health and wellness, while creating a collaborative atmosphere.

Chapter No. 817 (HB0261/SB0377). "Iran Divestment Act" enacted.
bidder Disclosure and Acknowledgement

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.

(SIGNED) _____

(PRINTED NAME) _____

(BUSINESS NAME) _____

(DATE) _____

For further information, please see website:

[http://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to Tenn. Code Ann. 12-12-106 Iran Divestment Act updated 1.24.17.docx](http://tn.gov/assets/entities/generalservices/cpo/attachments/List_of_persons_pursuant_to_Tenn._Code_Ann._12-12-106_Iran_Divestment_Act_updated_1.24.17.docx)

Affirmative Action Plan

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and the employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay, or other forms of compensation, and selection for training, including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising the said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraphs 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal opportunity provisions. Any failure or refusal to comply with these provisions the Contractor and/or Subcontractor shall be a breach of this contract.

(Signature of Contractor)

(Title and Name of Construction Company)

(Date)