



# INVITATION TO BID

(This is not an order.)

## CITY OF CLEVELAND

Division of Purchases & Supplies  
 601 Lakeside Avenue  
 Room 128  
 Cleveland, OH 44114

**Buyer:** Jim Hutcheson  
 216-664-2622  
 jhutcheson@city.cleveland.oh.us

**Requestor:** Joseph Ricciarelli III  
 216-664-3922  
 Jricciarelli@cpp.org

Procurement Folder	RFB No.	RFB Description	
116240	RFB 2004 201800000000925	AUTOMOTIVE GLASS	
RFB Closing Date/Time		Department/Division	Public Bid Opening Date/Time
November 20, 2018 3:00 PM		2004	November 20, 2018 3:00 PM

### SCHEDULE OF EVENTS

Event Description			Event Date	
Group/Line#	Commodity Description	Item Quantity/UOM	Service Dates	Catalog Discount
1 / 1	ITEM #1 CURVED GLASS	30.00000 / EA		

ITEM#1 CURVED GLASS 30 EA. The successful bidder (contractor) shall provide glass replacement and related mechanical repair for automobiles, trucks, and construction equipment for the city of Cleveland. All work shall be done in an expeditious and workmanlike fashion. THIS IS NOT A ROCK DAMAGE OR CHIP REPAIR PURCHASE ORDER. All replacement glass, fittings, kits, and related items must meet the Original Equipment Manufacturers (OEM) specifications. All labor must be first class and follow latest commercial practices. All prices for parts and labor shall be determined by the latest publication of the National Auto Glass Specifications (NAGS) calculator less discount off list price. All vendors must submit 1 year copy each of the most current calculator and catalog, at the time of the bid opening. All prices shall include the removal of broken glass, cutting, grinding and installing of the new glass. LABOR AND MATERIALS All labor and time cost shall be based on and limited to those installation times published in NAGS. (BID LABOR RATE) X (HOURLY LABOR COST) = LABOR COST The hourly labor time listed in NAGS is the maximum labor charge permitted. NAGS will govern all prices for materials and labor. Vendors facility shall be equipped and have the capacity, inventory and qualifies personnel to perform all work according to the latest commercial practices. Vendor shall have the the personnel and capacity to provide road service in a timely fashion if necessary or requested. Vendors facility shall be equipped and have the capacity Vendor shall replace all glass with the same glass originally installed in vehicle (OEM) unless otherwise indicated by the city.

<b>Ship To:</b> CPP - Silsby / MMS/W.41 St. CPP - Silsby / MMS 2490 W 41st St Cleveland, OH 44113	<b>Vendor Response</b>						
	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 33%;">Unit Price</th> <th style="width: 33%;">Extension</th> <th style="width: 33%;">Delivery Days</th> </tr> <tr> <td style="text-align: center;">\$</td> <td style="text-align: center;">\$</td> <td style="text-align: center;">Day(s)</td> </tr> </table>	Unit Price	Extension	Delivery Days	\$	\$	Day(s)
Unit Price	Extension	Delivery Days					
\$	\$	Day(s)					

Vendor Response	Vendor Total Amount for Items	Vendor Total Amount for Services	Payment Discount Offer
	\$	\$	% Day(s)

### TERMS OF DELIVERY

- Price quoted shall be F.O.B. delivered to the place designated on purchase order. No other terms will be acceptable.
- Delivery quoted must be stated in terms of work days after receipt of the order.
- All charges for shipping must be included within the Unit Price for each item quote unless otherwise designated by a separate line with a specified dollar amount inclusive of all shipping charges.
- No freight charges will be considered nor processed for payment unless apart of the original quote submitted prior to bid award.



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**BIDDER AGREES TO COMPLY WITH ALL TERMS AND CONDITIONS BELOW AND ON REVERSE SIDE OF THIS BID**

**Shipping/Freight Charges**

ALL CHARGES FOR SHIPPING MUST BE INCLUDED WITHIN THE UNIT PRICE OF EACH QUOTE UNLESS OTHERWISE DESIGNATED BY A SEPARATE LINE ITEM WITH A SPECIFIED DOLLAR AMOUNT INCLUSIVE OF ALL SHIPPING CHARGES.  
 NO FREIGHT CHARGES WILL BE CONSIDERED NOR PROCESSED FOR PAYMENT UNLESS APART OF THE ORIGINAL QUOTE SUBMITTED PRIOR TO BID AWARD.

**BIDDER MUST COMPLETE & SIGN BELOW**

NAME OF THE FIRM:		
STREET ADDRESS:		
CITY:	STATE:	ZIP CODE:
FED ID # / SSN #:		
PHONE NO.:	FAX NO.:	
EMAIL ADDRESS:		
PLEASE PRINT CONTACT NAME:		
AUTHORIZED SIGNATURE:	DATE:	

*All bids and related documents must be enclosed in a sealed envelope and marked with the RFB number.*

**RETURN BID TO:** Division of Purchases & Supplies  
 601 Lakeside Ave  
 Room 128, City Hall  
 Cleveland, OH 44114