



CITY OF DETROIT

OFFICE OF CONTRACTING & PROCUREMENT

REQUEST FOR QUOTE

Square Tube Steel Sign Post and Square Tube Steel Sign Post Anchors

RFP NO. 20JW18911

Proposal Due Date: (11/6/20 10:00 AM)

QUESTION DEADLINE (EST): November 4, 2020 on/before 2:00 PM EST
Questions will NOT be entertained after the deadline date/time

Conference Type: (None)

Participation Type: N/A

Conference Date: N/A

Conference Details: N/A

Additional Information: N/A

Pre-Bid Walk Through Address: N/A

Submit your response to the following contact.

Company **City of Detroit**
 Buyer **Jennie Whitfield**
 Location **2 WOODWARD AVENUE**
STE 1100
DETROIT, MI 48226
UNITED STATES

Phone
 Fax
 E-mail **jenwhi@detroitmi.gov**

When submitting your response, include the following information.

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

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1 Overview

1.1 General Information

Title	Square Tube Steel Sign Post and Square Tube Steel Sign Post Anchors		
Synopsis	(1) year Bid Request for Square Tube Steel Sign Post and Square Tube Steel Sign Post Anchors		
Buyer	Jennie Whitfield	Outcome	Blanket Purchase Agreement
E-Mail	jenwhi@detroitmi.gov		
Introduction			

The City of Detroit Office of Contracting and Procurement (OCP), requests quotes from qualified firms to provide Square Tube Steel Sign Post and Square Tube Steel Sign Post Anchors for the City of Department of Public Works (DPW). This will be for a one (1) year contract.

Quotes are due on, or before 10:00 a.m. (EST), **Friday November 6, 2020 via Oracle.**

Questions pertaining to this request for quotations are due on, or before 2:00 p.m. (EST), **Wednesday November 4, 2020.**

QUOTATIONS SHALL BE SUBMITTED PER THE SPECIFICATIONS AND SHALL INCLUDE DELIVERY TO:
2425 FENKELL
DETROIT, MI 48238
UNITED STATES

No quotes, once submitted, may be withdrawn for **120 days after the due date of this bid. Documents must be submitted, confirming you have met the required specifications.**

All Suppliers submitting offers for this bid must submit clearances and, when required, affidavits. If these required qualifications are not submitted, the offer will be considered non-responsive.

REQ 484242

All questions must be submitted via Oracle

The City of Detroit expressly reserves the right to reject any and all proposals, waive any non-conformity, re-advertise for proposals, to withhold the award for any reason the City determines and/or to take any other appropriate action that is in the best interest of the City.

Firms or individuals whose names appear on the U.S. Comptroller General's list of ineligible contractors will not be considered

Please review all attachments. The Terms & Conditions must be completed and returned along with your pricing. Pricing should be completed in the line item section of the bid, and the attached document titled: **Square Tube Steel Post Price Sheet 1 Year.**

1.2 Schedule

Preview Date
 Close Date **11/6/20 10:00 AM**
 Time Zone **Eastern Standard Time**
 Open Date **10/29/20 3:48 PM**
 Award Date

1.3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **No indicator displayed**
 Ranking Method **Price only**

1.4 Terms

Agreement Start Date
 Agreement Amount
 (USD)
 Payment Terms **Net 30**
 Shipping Method **Lowest Cost Carrier**
 Negotiation Currency **USD (US Dollar)**
 Agreement End Date
 Minimum Release
 Amount (USD)
 Freight Terms **Account of Seller**
 FOB **Delivered**
 Price Precision **2**

1.5 Attachments

File Name or URL	Type	Description
New Terms and Conditions_20JW1	File	
Specs Square Tube Post and Anc	File	
Square Tube Steel Post Price S	File	

2 Requirements

**Response is required*

2.1 Section 1. Proposer's Attachments and Affidavits

- *1. Complete the attached form for Combined Certificates of Authority and upload to your response

Attachments:

File Name or URL	Type	Description
Combined Certificates of Autho	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
- b. Not Uploaded (*Response attachments are optional*)

Comments:

- *2. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes
- b. No

Comments:

- *3. Below document is necessary for you to upload along with the proposal:

Reference Form

Attachments:

File Name or URL	Type	Description
Reference Form.doc	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
- b. Not Uploaded (*Response attachments are optional*)

Comments:

- 4. For information regarding the City of Detroit's Equalization Credit Statement, please download and review the attachment.

Attachments:

File Name or URL	Type	Description
Equalization Credit Statement_	File	

Comments:

*5. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
- b. Not Completed

Comments:

*6. Will you be utilizing any Sub-Contractors?

Select one of the following:

- a. Yes (upload all required documents) *(Response attachments are optional)*
- b. No *(Response attachments are optional)*

Comments:

*7. Attention: At the request of the Detroit City Council, all suppliers responding to a bid complete the short questionnaire and submit. Please click the URL and complete.

<https://app.smartsheet.com/b/form/d93c83d91f3143af810a31cd6f3e8701>

Select one of the following:

- a. Completed *(Response attachments are optional)*
- b. Not Completed *(Response attachments are optional)*

Comments:

8. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

Comments:

3 Lines

Instructions
Please review all attachments. The Terms & Conditions must be completed and returned along with your pricing. Pricing should be completed in the line item section of the bid below, and the attached document titled: Square Tube Steel Post Price Sheet 1 Year.

3.1 Line Information

Line	Estimated Quantity	UOM	Response Price	Line Amount	Response Minimum Release Amount
1-Square Tube Steel Post (Green)_14 Gauge 1 1/2 inch Sq x 10' ASTM A - 570 GR 33	1	YR			
2-Square Tube Steel Anchor_ 2" square x 3'_ ASTM A - 446 GR A	1	YR			

3.2 Line Details

3.2.1 Line 1 Square Tube Steel Post (Green)_14 Gauge 1 1/2 inch Sq x 10' ASTM A - 570 GR 33

To provide an alternate line, see appendix.

Category Name **801.30 Posts, Standards, Supports, and Expansion Plugs**

Item
 Allow Alternate Lines **Yes**
 Target Minimum Release Amount (USD)
 Start Price (USD)

Revision
 Alternate Line Provided Yes No

3.2.2 Line 2 Square Tube Steel Anchor_ 2" square x 3'_ ASTM A - 446 GR A

To provide an alternate line, see appendix.

Category Name **801.30 Posts, Standards, Supports, and Expansion Plugs**

Item
 Allow Alternate Lines **Yes**
 Target Minimum Release Amount (USD)
 Start Price (USD)

Revision
 Alternate Line Provided Yes No

4 Appendix: Alternate Lines

4.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

4.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Minimum Release Amount	
Note to Buyer	

