



## Town of North Kingstown, Rhode Island

80 Boston Neck Road  
North Kingstown, RI 02852-5762  
Phone: (401) 294-3331  
Fax: (401) 294-2436  
Web: [www.northkingstown.org](http://www.northkingstown.org)

### **INVITATION FOR BIDS LIQUID CAUSTIC SODA, ANNUAL SUPPLY**

Sealed proposals for the above will be accepted in the Office of the Purchasing Agent, Town Hall, 80 Boston Neck Road, North Kingstown, RI 02852-5762, until 11:00 a.m. on **June 24, 2011**, and will then be publicly opened and read aloud.

#### **NO BIDS WILL BE ACCEPTED AFTER THE 11:00 A.M. DEADLINE.**

The bid shall be awarded on the basis of the lowest evaluated or responsive bid price.

Specifications may be obtained at the Purchasing Agent's Office; via phone (401)294-3331 x 143; or by email request to [fhall@northkingstown.org](mailto:fhall@northkingstown.org)

The Town of North Kingstown reserves the right to reject any or all proposals or parts thereof; to waive any formality in same, or accept any proposal deemed to be in the best interest of the Town.

The Town of North Kingstown will provide interpreters for the hearing impaired at any bid opening, provided a request is received three (3) days prior to said meeting by calling 294-3331, ext. 145.

*Francine Hall*  
Francine Hall,  
Clerk Specialist

## **TOWN OF NORTH KINGSTOWN, RHODE ISLAND INFORMATION FOR BIDDERS**

### **ARTICLE 1. RECEIPT AND OPENING OF BIDS**

Sealed bids must be submitted in SEALED ENVELOPES, addressed to the Purchasing Agent, Town Hall, 80 Boston Neck Road, North Kingstown, Rhode Island 02852, and clearly marked with the name of the item bid, and the date and time of opening. Bids will be received by the Purchasing Agent up to the specified time as noted on the Invitation To bid, and publicly opened and read aloud at the specified time.

Proposals submitted for a specified item must not be combined under the same cover with any other bid item.

It is the bidder's responsibility to see that his bid is delivered within the time and at the place prescribed. Proposals received prior to the time of opening will be securely kept unopened. No responsibility will attach to any officer or person for the premature opening of a proposal not properly addressed and identified.

Any bid received after the time and date specified shall not be considered, by messenger or by mail, even if it is determined by the Town that such non-arrival before the time set for opening was due solely to delay in the mails for which the bidder is not responsible.

Conditional or qualified bids will not be accepted.

### **ARTICLE 2. PREPARATION OF BID**

Each bid must be submitted on the prescribed form. All blank spaces for bid prices must be filled in, in ink or typewritten, both in words and figures. Erasures or other changes must be explained or noted over the signature of the bidder.

Each bid must be submitted in sealed envelopes, clearly labeled, so as to guard against opening prior to the time set therefore.

The Town may consider any bid not prepared and submitted in accordance with the provisions hereof and reserves the right to reject any or all proposals in whole or in part, toward any item, group of items, or total bid; to waive any technical defect or formality in same, or to accept any proposal deemed to be in the best interest of the Town.

In the event more than one item is requested and/or listed on the Proposal Form, bidders may bid on any or all items. The Town reserves the right to make award on an item for item basis or aggregately, whichever may be in the best interest of the Town.

### **ARTICLE 3. TELEGRAPHIC MODIFICATION**

Telephonic, telegraphic or oral bids, amendments or withdrawals will not be accepted.

### **ARTICLE 4. WITHDRAWAL OF BIDS**

Bids may be withdrawn personally or by written request at any time prior to the time specified for the opening. Bids may be modified in the same manner. Negligence on the part of the bidder in preparing the bid confers no right of withdrawal or modification of his bid after such bid has been opened.

### **ARTICLE 5. QUALIFICATIONS OF THE BIDDER**

The Town reserves the right to request each bidder to present evidence that he is normally engaged in purveying the type of product or equipment bid on. No bid shall be considered from bidders who are unable to show that they are normally engaged in purveying the type of product or equipment specified in the bid proposal.

To receive full consideration, the bidder must submit literature and necessary details, when applicable, on the material or service he proposes to furnish in order that the Town may have full information available when analyzing the proposals.

### **ARTICLE 6. OBLIGATIONS OF THE BIDDER**

At the time of opening of bids, each bidder will be presumed to have inspected the Specifications and Contract Documents (including all Addenda) which has been sent to the address given by such bidder. The failure or omission of any bidder to receive or examine any form, instrument, or document or to inspect any item specified as a Trade-in shall in no way relieve any bidder from any obligation in respect to his bid.

Any exceptions or deviations from the provisions contained in this Specification must be explained in detail and attached to proposal. If such deviations do not depart from the intent of this notice and are in the best interest of the Town, the proposal will receive careful consideration.

## **ARTICLE 7. "OR EQUAL" BIDDING**

The Town intends to permit liberal scope in bidding and specifically does not intend to limit bidding to any one make or model. Whenever a material, article or piece of equipment is identified by reference to manufacturers' or vendors' names, trade names, catalogue numbers, etc., it is intended merely to establish a standard; and any proposed material, article, or equipment of other manufacturers and vendors which will perform adequately the duties imposed by the general design will be considered equally acceptable provided it is in the opinion of the Town to be of equal substance and function.

## **ARTICLE 8. PRICES**

Bidders shall state the proposed price in the manner as designated in the Bid Proposal Form. In the event that there is a discrepancy between unit prices and the extended totals, the unit prices shall govern. In the event that there is a discrepancy between the price written in words and written in figures, the prices written in words shall govern.

In the event a column headed "Vendor's Offering" is provided in the bid proposal, enter your offering, compliance or non-compliance in each space. **DO NOT** enter dollar amounts.

The prices in this bid shall be irrevocable for ninety (90) days, or until the bid is awarded by the Town Council. After award by the Town Council, said prices shall then remain firm for the duration of the Contract.

## **ARTICLE 9. TAX EXEMPTIONS**

The Town is exempt from payment of the Rhode Island Sales Tax under the 1956 General Laws of the State of Rhode Island, 44-18-30 Para. 1, as amended. The Town is exempt from payment of Federal Excise Taxes. The prices bid must be exclusive of taxes and will be so construed. Exemption certificates will be completed as required by the successful bidder.

## **ARTICLE 10. DELIVERY**

Delivery shall be F.O.B. North Kingstown, Rhode Island or as specified on the Bid Proposal Form.

## **ARTICLE 11. CONTRACT PERIOD AND TERM OF AGREEMENT**

Contract period: **FROM DATE OF AWARD THROUGH June 30, 2012.** If financially advantageous to the Town of North Kingstown, these contracts may be renewed or extended, from time to time, when agreed to, in writing, by both parties.

## **ARTICLE 12. LAWS, ORDINANCES AND CODES**

All applicable Federal and State Laws, Ordinances and Codes of the Town of North Kingstown and regulations of all authorities having jurisdiction over this Project shall apply to this contract the same as though written herein in full.

The Town of North Kingstown will not award the Contract to any Contractor who is, at the time, ineligible under the provisions of any applicable regulations issued by the Secretary of Labor, United States Department of Labor, or is not qualified under applicable Ordinances of the Town of North Kingstown, or the laws of the State of Rhode Island. If the successful bidder is a corporation NOT authorized to do business in the State of Rhode Island, it shall qualify to do business in the State of Rhode Island, immediately after the award of the contract.

## SELECTION CRITERIA

**The bid will be evaluated as to R.I.G.L. 45-55-5.(2) “Competitive Sealed Bidding”, and the award shall be made on the basis of the lowest evaluated or responsive bid price.**

The following factors will be considered in determining the lowest evaluated or responsive bid price:

Bid Price;

Response time for emergency deliveries;

Warranty/Guarantee;

Early Payment Discount.

SELECTION CRITERIA

## **BID SPECIFICATIONS**

The Town of North Kingstown, Rhode Island invites interested chemical supply companies to submit bids for supplying liquid caustic soda. The chemical is for the use at various potable drinking water supply wells located within the Town.

All prices submitted shall be unit prices for delivered gallons of specified chemical to the wells. Off loading of the chemical to bulk storage tanks at each of the wells is a requirement of the bid. There are nine (9) well sites. Seven (7 ) of the sites contain one 750-gallon bulk storage tank each and two (2) sites contain two (2) 750-gallon bulk storage tanks each. All are fitted with a two-inch quick connect fitting.

The successful supplier shall comply with all applicable Federal and State laws regarding the transport and transfer of hazardous materials. In addition, prior to the issuance of a purchase order, the supplier must provide all other information as requested by the Purchasing Agent of the Town as part of the bid package.

**SPECIFICATION:** Sodium Hydroxide (NaOH) Caustic Soda 50% by weight, for use in the treatment of drinking water.

**Estimated quantity:** It is estimated that delivery shall be bi-weekly to top off bulk storage tanks or as needed. Delivered quantities typically range from 2,000 gallons to 5,000 gallons delivered to eight (8) separate well sites located throughout the Town with bulk storage tanks as described above. Delivery driver should be prepared to provide the water system operator receiving the delivery with a one-quart sample in a clear glass bottle for visual inspection prior to the initial off-load.

The anhydrous caustic soda, before dilution, shall contain a minimum of 74.4 % alkalinity as Na<sub>2</sub>O; 96% sodium hydroxide as NaOH; and not more than 2% carbonate as Na<sub>2</sub>CO<sub>3</sub>.

**TOWN OF NORTH KINGSTOWN, RHODE ISLAND  
PROPOSAL FORM**

To: Town of North Kingstown  
80 Boston Neck Road  
North Kingstown RI 02852-5762

I, (We), the undersigned, agree to furnish to the Town of North Kingstown, Sodium Hydroxide Caustic Soda, according to the specifications:

\_\_\_\_\_ /gallon \$ \_\_\_\_\_ /gallon  
(Price in words) (Price in figures)

**BID PRICE TO REMAIN FIRM FROM DATE OF AWARD THROUGH JUNE 30, 2012.**

Response time for emergency deliveries: \_\_\_\_\_

Warrantee/Guarantee: \_\_\_\_\_

TERMS: \_\_\_\_\_

DISCOUNT FOR EARLY PAYMENT: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

SIGNATURE: \_\_\_\_\_

\_\_\_\_\_

(Please print name and title)

e-mail address: \_\_\_\_\_

TEL: \_\_\_\_\_ DATE: \_\_\_\_\_

BID FORM