

## **INSTRUCTIONS TO BIDDERS**

- **ALL QUOTATIONS MUST BE SIGNED.**

### **TERMS AND CONDITIONS**

By signing this quotation, the bidder acknowledges and agrees to the following terms and conditions:

- This Request for Price Quotations is governed by the provisions of M.G.L. Chapter 30 B.
- Unless otherwise stated, the quantities set forth are **ESTIMATES ONLY**. The Town reserves the right to purchase the item specified in any amount.
- The Town is exempt from the following taxes: sales, excise, and Federal transportation.
- The Town reserves the right to reject any or all bids when the Town determines that it is in the best interest of the Town to do so.
- The Town will award the contract to the responsible bidder of the needed quality of supply or service at the lowest quotation.
- The Town at its sole discretion and subject to appropriation may extend this award for an additional twelve (24) month period.
- All supplies must be properly packaged; damaged supplies will not be accepted.
- Rejected supplies will be returned to the vendor at the vendor's sole risk and expense.
- The vendor shall comply with all applicable Federal, State and Local laws.
- Where the unit price and the total price are at variance; the unit price will prevail.
- The vendor shall defend at its sole cost and expense, including attorney's fee, actions or claims brought against the Town of Webster and save harmless the Town from loss, cost, judgment, expense or damage by reason of actual or alleged infringement of patent, royalties, or damages arising from the transaction.
- **SAFETY DATA SHEETS:** Pursuant to M.G.L. Chapter 111F §8,9,10, the vendor agrees to submit a Safety Data Sheet for each toxic or hazardous substance or mixture containing such substance when deliveries are made. The vendor agrees to comply with all requirements set forth in the pertinent laws set forth above.
- In performance of this contract, the vendor shall not discriminate on the grounds of race, color, religion; national origin, age or sex in employment practices or in the selection or retention of subcontractors, and in the procurement of material or rental of equipment. The Town may cancel, terminate or suspend the contract in whole or in part for any violation of this paragraph.
- The vendor shall not assign sell, subcontract or otherwise transfer any interest in this contract without the prior written consent of the Town of Webster.
- **Current insurance liability certificate**

**W-9**

**REQUEST FOR TAXPAYER  
IDENTIFICATION NUMBER AND  
CERTIFICATION  
FORM**

**MASSACHUSETTS FORM  
ST-2  
CERTIFICATE OF EXEMPTION**

**CANCELLATION OF INVITATION FOR BIDS; REJECTION OF BIDS OR PROPOSALS**

The procurement officer may cancel an invitation for bids, a request for proposals, or other solicitation, or may reject in whole or in part any and all bids proposals when the procurement officer determines that cancellation or rejections serves the best interest of the governmental body. The procurement officer shall state in writing the reason for a cancellation or rejection.

**CERTIFICATION OF GOOD FAITH**

A person submitting a bid or a proposal for the procurement or disposal of supplies or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or organization, entity, or group of individuals.

\_\_\_\_\_  
Name of person signing bid or proposal

\_\_\_\_\_  
Name of business

\_\_\_\_\_  
Date

## **CHEMICAL BID LIST**

BIDS SHALL BE MARKED **CHEMICAL BID** ON THE OUTSIDE OF THE ENVELOPE  
ALL BIDS SHALL INCLUDE DELIVERY TO THE WASTEWATER TREATMENT PLANT  
THE FOLLOWING IS A LIST OF CHEMICALS NEEDED FOR FY 2020:

### **CHLORINE**

- TON CYLINDERS...*CURRENT USAGE 14,000 LBS+/-*

### **SULFUR DIOXIDE**

- TON CYLINDERS...*CURRENT USAGE 10,000 LBS +/-*

### **LIME SLURRY**

- BULK DELIVERY... CURRENT USAGE 936,000 LBS. +/-
- METALS ANALYSIS MUST BE SUBMITTED WITH BID
- QUOTE MUST STATE MINIMUM DELIVERY QUANTITY
- QUOTE SHALL INDICATE PERCENT CONCENTRATION BY WEIGHT
- FAILURE TO SUPPLY PERCENT CONCENTRATION MAY RESULT IN DISQUALIFICATION

**VENDORS MUST SUPPLY SAFETY DATA**

**SHEETS.**

**DELIVERY WILL BE ON AN “AS NEEDED BASIS”**