

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.
- 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.
- 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.

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.

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Town of Webster	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input checked="" type="checkbox"/> Other (see instructions) ▶ _____	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.) See instructions. 350 Main Street	Requester's name and address (optional)
6 City, state, and ZIP code Webster, MA 01570	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number											
or											
Employer identification number											
0	4	-	6	0	0	1	3	4	2		

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶ 7/18/18
------------------	----------------------------	----------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See *What is backup withholding*, later.



Form ST-2
Certificate of Exemption

Massachusetts
Department of
Revenue

Certification is hereby made that the organization herein named an exempt purchaser under General Laws, Chapter 64H, sections 6(d) and (e). All purchases of tangible personal property by this organization are exempt from taxation under said chapter to the extent that such property is used in the conduct of the business of the purchaser. Any abuse or misuse of this certificate by any tax-exempt organization or any unauthorized use of this certificate by any individual constitutes a serious violation and will lead to revocation. Willful misuse of this Certificate of Exemption is subject to criminal sanctions of up to one year in prison and \$10,000 (\$50,000 for corporations) in fines. (See reverse side.)

* TOWN OF WEBSTER MAIN ST WEBSTER	MA 01570
---	-------------

EXEMPTION NUMBER E
046-001-342
ISSUE DATE
10/26/03
CERTIFICATE EXPIRES ON
NONE

NOT ASSIGNABLE OR TRANSFERABLE

COMMISSIONER OF REVENUE
ALAN LEBOVIDGE

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

SEWER CAMERA BID LIST

BIDS SHALL BE MARKED "Sewer Collections Camera Bid" ON THE OUTSIDE OF THE ENVELOPE

ALL BIDS SHALL INCLUDE DELIVERY TO THE WASTEWATER TREATMENT PLANT LOCATED AT 38 HILL STREET WEBSTER, MA 01570 (FED EX OR UPS)
IF USING USPS USE P.O. BOX 793 WEBSTER, MA 01570

THE FOLLOWING IS A LIST OF EQUIPMENT REQUIRED:

One Truck System (6' -18" Pipe) including:

- One Controller with vision software installed. With touch & viewing screen. Controller comes with a 15ft cable to connect reel. Internal memory for recording & pictures included and can be exported via USB Drive.
- A second controller and it is wireless. Controller operates camera and crawler & reel. Wireless remote no less than 20' range.
- One cable reel with 1,000ft cable synchronized with crawler's movement. Can be removed.
- Reel mounting frame with 1 emergency stop cable
- One crawler with 6 wheel system with directional steering. Rubber wheels provided for 6" to 15" pipe diameter. Back-eye camera with LED lights and color picture.
- Camera will pan, tilt and zoom, with LED light ring. Camera will have ability to do laser measurements inside the pipe.
- One pressurization kit. (with pressure regulator and two CO2 canisters)

BASE BID PRICE: _____

SEWER COLLECTIONS CAMERA OPTIONS (Price Individually)

- 4 Grease wheels (medium) \$ _____
- 4 Aggressive wheels (medium) \$ _____
- 4 XL Rubber wheels \$ _____
- Tiger Tail \$ _____
- Manhole protection rim \$ _____
- Camera Training \$ _____

Shipping cost: \$ _____

Options Total: \$ _____