



INVITATION FOR BID

RESIDENT DINING TABLES

**RESPONSES ARE DUE NO LATER THAN
FRIDAY, NOVEMBER 16, 2018 AT 2:00 PM**

AND SHALL BE ADDRESSED TO:

Michael Marcotte, Dir. of Environmental Services
Sullivan County Health Care
5 Nursing Home Drive, Unity NH
mmarcotte@sullivancountynh.gov

Project Description: Sullivan County Health Care seeks to purchase 4 (ea) resident dining tables with the following specifications:

- 60" round laminate tables
- Adjustable height base

Project Information: Questions about the Invitation for Bid can be directed to Michael Marcotte, who can be reached at 603-542-9511 extension 225, or mmarcotte@sullivancountynh.gov. All requests for information must be completed by Thursday, November 15, 2018 at 2:00 pm.

Bidding Requirements:

Responses to this Invitation for Bid must include the following information:

- Vendor's contact information and name of person with the authority to act on behalf of the Vendor.
- Freight cost for the specific items.

Prices: Prices are to remain in effect for a period of ninety (90) days from submission and are to remain firm once project is awarded to the successful vendor.

Project Award: It is anticipated that the Board of Commissioners will award this project during a regular public business meeting generally held the first or third Monday of each month. The following factors will be considered as the basis for award of the bid, with priority to be determined solely by the County:

1. Vendor Qualifications, Experience, Reputation and References
2. Compliance with Invitation for Bid Requirements
3. Ability to Meet Service Requirements
4. Contract Cost/Cost of Quote
5. Exclusions and Limitations
6. Warranty
7. Location of Business

Sullivan County reserves the right to accept or reject any bids and to waive any minor bid defects bid as may be in the County's best interest, and to request additional information from any bidder prior to issuing a notice of award or soliciting new bids. The County reserves the right to award the project as one or more contracts, to reject any and all bids in whole or in part, and to waive any informality or technical defects if, in Sullivan County's sole judgment, the best interest of Sullivan County will be served.

Agreement: The successful vendor will be required to comply with all terms and conditions as set forth in this IFB except as may be specifically exempted by the County in writing.

Sullivan County is aware of the time and effort required to prepare responses and invites vendors to let us know of any bidding requirements that are unclear and/or create difficulty in responding.

Sincerely,

A handwritten signature in blue ink that reads "Ted J. Purdy". The signature is written in a cursive style with a large initial "T" and "P".

Ted J. Purdy

Administrator, Sullivan County Health Care