



**TOWN OF STRATFORD  
PURCHASING DEPARTMENT  
STRATFORD, CONNECTICUT**

RFP No. 2009-027

Issued : March 12, 2009

Subject : Chemicals and Fertilizers for Short Beach Complex

The Town of Stratford through the Office of the Purchasing Agent, will receive SEALED BIDS for furnishing the equipment and/or service described in the accompanying specifications, in accordance with the instructions, conditions and reservations that follow:

**A. CLOSING DATE:**

Bids will be received until 2:00 pm March 27, 2009, at which time they will be publicly opened and read. All bidders are invited to attend this public opening, which will be held immediately following the closing time specified above, in the Office of the Purchasing Agent, 2<sup>nd</sup> Flr, Town Hall, 2725 Main Street, Stratford, CT 06615.

Any bid may be withdrawn prior to the above-scheduled time for receiving bids or authorized postponement thereof. Any bids received after the date and time specified shall NOT be considered. No bidder may withdraw a bid within 45 days after the actual opening thereof.

**B. INSTRUCTIONS:**

Bid must be submitted on the enclosed Bid Forms. Return one original and one exact copy of bid form as your quotation, with any pertinent detailed information attached thereto. Bidder is responsible for keeping copies of all bid documents for his files. Extra copies of bid forms and specifications are available at the Purchasing Department upon request. All bids must be addressed to the attention of the Purchasing Agent, in a sealed envelope with bid subject and number on the face thereof. Bids may be mailed or submitted in person. FAXED BIDS ARE NOT ACCEPTED.

### **C. CONDITIONS:**

Bidders must state specifically what equipment they propose to supply, giving manufacturer's name, model number, etc. A detailed description should accompany your bid. Any exceptions to Town Specifications should be listed in your bid response.

The following information should also be covered in your bid:

**Terms:** All quotations must be F.O.B. Stratford, Conn., to the department indicated. Terms of sale must be stated on your bid form.

**Delivery:** Please state as accurately as possible how long it will take to complete delivery after receipt of order, if you are the successful bidder.

**Warranty:** All proposals must state the exact nature and duration of any warranty applicable to the equipment you propose to sell to the Town.

**Taxes:** The Town of Stratford is exempt from all State and Federal taxes. Do not include these amounts in your quotation.

**Repairs, parts:** Bidders should indicate where service or parts could be obtained for the equipment being offered to the Town.

### **D. RESERVATIONS:**

The Town of Stratford may consider informal any bid not prepared and submitted to the Town in accordance with the provisions herein stated. The Town of Stratford reserves the right to reject any or all proposals or parts of proposals; to waive defects in same proposals; or to accept any proposal or part thereof deemed to be in the best interests of the Town of Stratford.

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Michael Bonnar, Purchasing Agent  
203-385-4044

### **SPECIFICATIONS:**

See next page.



**BIDDER INFORMATION**

BID # 2009-027 DESCRIPTION : CHEMICALS AND FERTILIZERS FOR  
SHORT BEACH COMPLEX

Delivery ARO \_\_\_\_\_ Days

Bidder's Name : \_\_\_\_\_

Address : \_\_\_\_\_

\_\_\_\_\_

Phone : \_\_\_\_\_ Date : \_\_\_\_\_

Authorized Signature : \_\_\_\_\_

Print Name : \_\_\_\_\_

Title : \_\_\_\_\_