

**Addendum #1  
TAC351  
PVC PIPE & FITTINGS  
PUBLIC WORKS DEPARTMENT**

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**THIS ADDENDUM IS TO BE COMPLETED, SIGNED BY AN AUTHORIZED AGENT OF YOUR COMPANY, AND INCLUDED IN YOUR BID SUBMISSION. FAILURE TO DO SO MAY RESULT IN REJECTION OF YOUR BID.**

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**Please include pricing for the following items:**

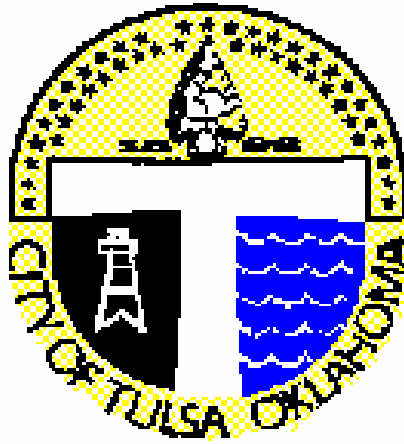
Description	Price/Each
PVC Reducer 1-1/2" x 1"	\$ _____
PVC Reducer 2" x 3/4"	\$ _____
PVC Service Clamp 10" x 3/4" (Mueller H13443)	\$ _____
PVC Service Clamp 12" x 3/4" (Mueller 13444)	\$ _____
PVC Adapter (Solvent X F.I.P) 4"	\$ _____
PVC Blue Cement in 1/2 Pint Cans (Oatey 30893)	\$ _____
	Price/Ft
PVC Pipe SDR-35 8"	\$ _____

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Signature of Authorized Agent

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Date



## INVITATION FOR SEALED BID

**TAC 351**

**Description: PVC PIPE & FITTINGS**

**Department: CITY OF TULSA**

**NIGP Commodity Code(s): 658-60-00-000-0**

**Total pages including this page is 20**

**NOTE: FAXING OF BID NOT ACCEPTED**

**Important Instruction – Read Carefully:**

**If you have obtained these bid specifications from either of:  
City of Tulsa's Fax-on-Demand (918-596-1171) or  
City of Tulsa's Website : <http://www.cityoftulsapurchasing.org/>**

**you must notify the buyer Patricia Cummings of your intent to bid by e-mail [pcummings@ci.tulsa.ok.us](mailto:pcummings@ci.tulsa.ok.us) in order to receive addenda. The buyer will always acknowledge your e-mail for your records. All addenda will be posted on fax-on-demand and the website.**

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**Pay special attention to those pages with a reference to the following notes:**

**Note #1: Signature of authorized agent required**

**Note #2: Signature of an authorized agent and notarized required**

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**Your bid response should follow the same format listed above plus any additional format requested in the body of the bid invitation.**

**INVITATION FOR SEALED BIDS  
TO  
City of Tulsa**

200 CIVIC CENTER, ROOM 109, TULSA, OKLAHOMA 74103

Bid number and date of bid opening must appear on the lower  
left outside corner of bid envelopes and all related containers.

**DATE OF OPENING:** November 14, 2002

**BID NUMBER:** TAC 351

**BID MUST BE IN THE CITY CLERK'S OFFICE AT THE ABOVE ADDRESS BY 5:00 P.M. THE DAY PRECEDING THE "DATE OF OPENING" SHOWN ABOVE.**

**BIDS WILL BE OPENED AT 8:30 A.M. IN THE CITY COUNCIL ROOM ON THE DAY SPECIFIED UNDER "DATE OF OPENING."**

PUBLISHED IN THE TULSA DAILY COMMERCE AND LEGAL NEWS: October 31, 2002

Bid must be accompanied by bidder's bond, cashier's check or certified check in the amount of: None

PLEASE READ TERMS AND CONDITIONS ON THE NEXT PAGE BEFORE COMPLETING BID DOCUMENTS

\*\*\*\*\*

**THE FOLLOWING SECTION MUST BE COMPLETED BY BIDDER**

\*\*\*\*\*

Delivery will be made in not more than \_\_\_\_\_ days after receipt of order.

Payment terms \_\_\_\_\_ % \_\_\_\_\_ days.

City of Tulsa may increase quantity of order at the unit price bid for 365 days. (Bidder to Specify Days) I have examined the terms and specifications and the instructions to bidders herein and agree, provided I am awarded a contract, to provide the above described items for the sum shown in accordance with the terms and specifications stated herein. All deviations are in writing and attached hereto.

Enclosed is a  BID BOND ;  CASHIER'S CHECK;  Certified Check in the amount of \$ \_\_\_\_\_, which I agree the City of Tulsa may retain as liquidated damages in the event of my failure to comply with the terms of this bid.

**MUST BE SIGNED BY AUTHORIZED AGENT TO BE VALID**

FIRM NAME \_\_\_\_\_ by \_\_\_\_\_

SIGNATURE OF AUTHORIZED AGENT

STREET \_\_\_\_\_ TITLE \_\_\_\_\_

CITY STATE \_\_\_\_\_ ZIP CODE \_\_\_\_\_ PHONE NUMBER \_\_\_\_\_ DATE \_\_\_\_\_

## GENERAL TERMS AND CONDITIONS OF SEALED BIDS

THESE ITEMS APPLY TO AND BECOME A PART OF THE BID.

**NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED.**

1. **BIDS MUST BE SUBMITTED ON THIS FORM ONLY INCLUDING A SIGNATURE OF AN AUTHORIZED AGENT.** Each bid shall be placed in a separate envelope. Be sure envelope is completely and properly identified and sealed, showing the bid number and date in the lower left hand corner. Bids must be time stamped in the office of the City Clerk by 5:00 P.M. on the day before date of opening.
2. No bidder may withdraw his proposal for a period of thirty (30) days after the date and hour set for the opening of bids.
3. All prices shall be quoted F.O.B. Tulsa, Oklahoma, and delivery to City of Tulsa location shall be without additional charge.
4. The bidder shall attach the manufacturer's name of the equipment or material to be furnished, type, model numbers, manufacturer's descriptive bulletins and specifications. All guarantees and warranties should be clearly stated. This data shall be in sufficient detail to describe accurately the equipment or material to be furnished. Manufacturer's specifications, in respect to the successful bidder, shall be considered as part of his contract with the City of Tulsa.
5. The bidder shall show in the proposal both the unit prices and total amount, where required, of each item listed. In the event of error or discrepancy in the mathematics, the unit prices shall prevail.
6. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form.
7. Each bidder agrees to comply with the terms of Title 5, Chapter 1, of Tulsa, Oklahoma Charter and revised ordinances relating to equal employment opportunity.
8. **THE ENCLOSED FORMS REGARDING NON-COLLUSION AND FINANCIAL INTEREST MUST BE SIGNED, NOTARIZED, AND RETURNED WITH THE BID.**  
«Merge Record #»
9. The City of Tulsa reserves the right to reject any and all bids, to waive any technicalities in the bidding, and to award each item to different bidders or all items to a single bidder.
10. All bids must be accompanied by bidders bond, cash, certified or cashier's check in the amount shown on the face of the bid form. This amount shall be retained by the City of Tulsa as liquidated damages in the event the successful bidder (or bidders) fails to execute a contract, if required. The bidder agrees that said amount is presumed to be the damages sustained by the City due to the impracticability and extreme difficulty in fixing the actual damages. The office of the City Clerk will return the bid deposits to the unsuccessful bidders, after a contract has been awarded or all bids have been rejected.
11. In the event cash discounts are offered by the bidder, the discount date shall begin with the date of invoice, the date of receipt of all material covered by the purchase order, or the date of receipt by the City of Tulsa of the original copy of the purchase order with properly executed Affidavit of Claimant, whichever is the later date.
12. Direct purchase of certain items of equipment or material by the City of Tulsa are exempt from Federal Excise Tax and Oklahoma Sales Tax. In such cases the bidder shall quote prices which do not include Federal Excise Tax and Oklahoma Sales Tax. The City of Tulsa will furnish executed exemption certificates upon presentation by the bidder at the time of purchase.
13. Bid must show number of days required for delivery under normal conditions. Failure to state delivery time obligates bidder to complete delivery in fourteen (14) calendar days. Unrealistically short or long delivery promises may cause bid to be disregarded. Contractor must keep Purchasing Department advised at all times of status of order. Default in promised delivery or failure to meet specifications authorizes the Purchasing Agent to purchase supplies elsewhere and charge full increase of cost and handling to defaulting contractor. Consistent failure to meet delivery promises without valid reason may cause removal from bid list.
14. Bidder agrees to defend and save City of Tulsa from and against all demands, claims, suits, costs, expenses, damages and judgments based upon infringement of any patent relating to goods specified in this order or the ordinary use or operation of such goods by City or use or operation of such goods in accordance with bidders direction.
15. If the bid requires a written contract, the successful bidder shall execute a written contract with the City of Tulsa and return the required bonds and insurance certificates within ten (10) days after submission of contracts to said bidder by the City.

**INTEREST AFFIDAVIT**

STATE OF \_\_\_\_\_ }  
  } ss  
COUNTY OF \_\_\_\_\_ }

\_\_\_\_\_, of lawful age, being first duly sworn, states that s(he) is the agent authorized by the bidder to submit the attached bid. Affiant further states that no officer or employee of the City of Tulsa either directly or indirectly, owns a twenty-five percent (25%) interest in the bidder's business or such a percentage which constitutes a controlling interest. Affiant further states that the following officers and/or employees of the City of Tulsa have some direct or indirect interest in the bidder's business:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

By \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_

NOTARY PUBLIC SIGNATURE

My Commission Expires:

\_\_\_\_\_

**The Interest Affidavit must be completed, signed by an authorized agent, and notarized.**

# BIDDER AFFIDAVIT - TITLE 74 O.S. (1974 SUPP.) 85.22-85.25

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

\_\_\_\_\_, of lawful age, being first duly sworn on oath says  
**Authorized Agent**

1. (s)he is the duly authorized agent of \_\_\_\_\_, the bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.
2. (s)he is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
3. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,
  - b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any municipal official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

\_\_\_\_\_  
SIGNATURE OF AUTHORIZED AGENT

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
MY COMMISSION EXPIRES

**The Bidder Affidavit must be completed, signed by an authorized agent, and notarized.**

# CONTRACTOR/BIDDER INFORMATION SHEET

To be completed by all Bidders  
For Contracts with the City of Tulsa  
(Please print or type)

Project No. or Description \_\_\_\_\_  
\_\_\_\_\_

Full Name of Bidder \_\_\_\_\_

Legal Identity  
(Corporation, Partnership,  
Individual, etc.) \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone No. \_\_\_\_\_

FAX No. \_\_\_\_\_

Taxpayer Identification Number \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone No. \_\_\_\_\_

Fax No. \_\_\_\_\_

E-mail address \_\_\_\_\_

Webpage Address \_\_\_\_\_

## Price Sheet Summary

Vendor Name: \_\_\_\_\_ Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**You will be able to obtain a copy of the Bid Summary on the City of Tulsa's Purchase-Net Fax-on-Demand and Website shortly after bid opening.**

# TAC 351

**I. PIPE, POLYVINYL CHLORIDE, SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Ft.</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____

**II. PVC PIPE, 200 GASKET JOINT (CGJ), SDR21**

<u>DESCRIPTION</u>	<u>PRICE/FT.</u>
2" X 20' Lengths	\$ _____
2-1/2" x 20' Lengths	\$ _____
3" x 20' Lengths	\$ _____
4" x 20' Lengths	\$ _____
6" x 20' Lengths	\$ _____
8" x 20' Lengths	\$ _____

**III. PIPE, PVC, GASKETED (ASTM D3034, SDR 35)**

<u>DESCRIPTION</u>	<u>PRICE/FT.</u>
3" x 10' Lengths	\$ _____
4" x 10' Lengths	\$ _____

**IV. PIPE, POLYVINYL CHLORIDE, CLASS 200**

<u>DESCRIPTION</u>	<u>PRICE/Ft.</u>
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____

**V. PIPE, FLEXIBLE, DRAINAGE, PLASTIC**

<u>DESCRIPTION</u>	<u>PRICE/FT.</u>
3" x 10' Lengths, S&D	\$ _____
4" x 10' Lengths	\$ _____

**VI. PIPE, POLYVINYL CHLORIDE, WATER, 160# P.S.I.**

<u>DESCRIPTION</u>	<u>PRICE/Ft.</u>
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____

**VII. ADAPTERS, FEMALE (FIPT X SLIP) PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**VIII. ADAPTERS, MALE (MIPT X SLIP) PVC SCH. 40**

**DESCRIPTION**

**PRICE/Each**

1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**IX. SPECIAL ADAPTERS, ALL TYPES**

**DESCRIPTION**

**PRICE/Each**

4" C.I. Spigot Adapter	\$ _____
4" Clay Pipe Adapter	\$ _____
4" C.I. Hub Adapter	\$ _____
4" Clay Pipe Hub Adapter	\$ _____
4" Fiber Pipe Spigot Adapter	\$ _____
1" Slip x 3/4" M.I.P. PVC Water Service Adapter	\$ _____

**X. BUSHINGS, PLASTIC, SCREWED, REDUCING, TXT SCN 80**

**DESCRIPTION**

**PRICE/Each**

2" X 1-1/4"	\$ _____
2" X 1-1/2"	\$ _____
4" X 2"	\$ _____
4" X 3"	\$ _____
6" X 4"	\$ _____
4" X 2" Bushing, PVC, Reducer, SXS DWV	\$ _____

**XI. CAP (SLIP), PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**XII. COUPLING (SLIP), PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**XIII. CROSS (SLIP), PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____

**XIV. 1/4 BEND ELBOWS DWV**

**DESCRIPTION**

**PRICE/Each**

1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____

**XV. 90° STREET ELLS (CXT)**

**DESCRIPTION**

**PRICE/Each**

1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____

**XVI. ELBOWS, PVC, STD. WT., DWV**

**DESCRIPTION**

**PRICE/Each**

4". 1/16 Bend	\$ _____
3", 1/8 Bend	\$ _____
4", 1/8 Bend	\$ _____
1/2", 90°	\$ _____
3/4", 90°	\$ _____
1", 90°	\$ _____
1-1/4", 90°	\$ _____
1-1/2", 90°	\$ _____
2", 90°	\$ _____
2-1/2", 90°	\$ _____
3", 90°	\$ _____
4", 90°	\$ _____
5", 90°	\$ _____
6", 90°	\$ _____
8", 90°	\$ _____

**XVII. ELLS, 45° (SLIPX SLIP), PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**XVIII. PLUGS (SP), PVC SCH. 40**

1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**XIX. TEES, (SLIP X SLIP X SLIP), PVC SCH. 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____
2-1/2"	\$ _____
3"	\$ _____
4"	\$ _____
5"	\$ _____
6"	\$ _____
8"	\$ _____

**XX. TEES, PLASTIC, PVC X-HVY**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
3"	\$ _____
4"	\$ _____

**XXI. TEES, REDUCING, PVC**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
3/4"x 3/4" x 1/2"	\$ _____
1"x1" x 3/4"	\$ _____
1-1/4" x 1-1/4" x 1"	\$ _____
1-1/2" x 1-1/2" x 1-1/4"	\$ _____
2"x 2" x 1-1/2"	\$ _____
2-1/2"x2-1/2" x 2"	\$ _____
3"x3" x 2-1/2"	\$ _____
4"x 4" x 3"	\$ _____

**XXII. TEES, THREADED, PVC, SXSXFPT**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
1/2"	\$ _____
3/4"	\$ _____
1"	\$ _____
1-1/4"	\$ _____
1-1/2"	\$ _____
2"	\$ _____

**XXIII. TEES, PVC SCH 40, DWV**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
3"	\$ _____
4"	\$ _____

**XXIV.WYES (SXSXS) PVC SCH 40**

<u>DESCRIPTION</u>	<u>PRICE/Each</u>
3"	\$ _____
4"	\$ _____

## XXV. ADDITIONAL PVC FITTING & PIPE

<u>DESCRIPTION</u>	<u>PRICE</u>
PVC PLUG, MALE STD. THREAD 1" (SCHEDULE 40)	\$ _____/EACH
PVC PLUG, MALE STD. THREAD 1¼" (SCHEDULE 40)	\$ _____/EACH
PVC 90 DEG. BEND 1½" (REF. GSR 406-015)	\$ _____/EACH
PVC 90 DEG. BEND 2" (REF. GSR 406-020)	\$ _____/EACH
PVC REDUCER 1¼" X ¾"	\$ _____/EACH
PVC REDUCER 1½" X ¾"	\$ _____/EACH
PVC REDUCER 2" X 1"	\$ _____/EACH
PVC SERVICE CLAMP 4" X ¾" (MUELLER H13440)	\$ _____/EACH
PVC SERVICE CLAMP 6" X ¾" (MUELLER H13441)	\$ _____/EACH
PVC SERVICE CLAMP 8" X ¾" (MUELLER H13442)	\$ _____/EACH
PVC ADAPTER, FEMALE ¾"	\$ _____/EACH
PVC ADAPTER, MALE ¾"	\$ _____/EACH
PVC ADAPTER, FEMALE 1"	\$ _____/EACH
PVC ADAPTER, MALE 1"	\$ _____/EACH
FULL CIRCLE PVC SLEEVE 2" X 7½" (S/B 226-023807)	\$ _____/EACH
FULL CIRCLE PVC SLEEVE 2½" X 7½" (S/B 226-027507)	\$ _____/EACH
FULL CIRCLE PVC SLEEVE 3" X 7½" (S/B 226-035007)	\$ _____/EACH
FULL CIRCLE PVC SLEEVE 4" X 7½" (S/B 226-045007)	\$ _____/EACH
FULL CIRCLE PVC SLEEVE 5" X 7½" (S/B 226-052507)	\$ _____/EACH
SLEEVE (S/B 411-035010) 3" X 12"	\$ _____/EACH
SLEEVE (S/B 411-045001) 4" X 5"	\$ _____/EACH
SLEEVE (S/B 411-045010) 4" X 12"	\$ _____/EACH
SLEEVE (S/B 411-055602) 5" X 7"	\$ _____/EACH
PVC BUSHING (SP-S) 1" X ¾"	\$ _____/EACH
PVC BUSHING, REDUCER 1¼" X 1"	\$ _____/EACH
PVC BUSHING 5" X 4"	\$ _____/EACH
PVC REDUCER BUSHING 6" X 5" (LASCO D2466)	\$ _____/EACH
PVC SOLVENT COUPLING 1¼"	\$ _____/EACH
PVC SOLVENT COUPLING 1½"	\$ _____/EACH
PVC SOLVENT COUPLING 2"	\$ _____/EACH
PVC SOLVENT COUPLING 3"	\$ _____/EACH
PVC SOLVENT COUPLING 4"	\$ _____/EACH
PVC CLEAR CEMENT #705 (½ PINT CANS)	\$ _____/EACH
PVC PRIMER SOLVENT (P-70) IN PINT CAN	\$ _____/EACH
PIPE (FLUID TITE -CLASS 200) 2"	\$ _____/FT
PVC PIPE (FLUID TITE-CLASS 200) 4" C900	\$ _____/FT
PVC PIPE (FLUID TITE-CLASS 200) 6" C900	\$ _____/FT
PVC PIPE (FLUID TITE-CLASS 200) 8" C900	\$ _____/FT
PVC PIPE SCH-40 SP-SP 4"	\$ _____/FT
PVC PIPE SCH-40 SP-SP 6"	\$ _____/FT

# TAC 351 PVC PIPE & FITTINGS CITY OF TULSA

## **INTENT:**

It is the intent of this bid invitation to obtain bid proposals for furnishing **PVC Pipe and Fittings** to the City of Tulsa.

## **GENERAL SPECIFICATIONS:**

Bids will be accepted only from established companies that have warehousing and delivery capabilities necessary to fulfill the requirements of City of Tulsa field personnel.

Any exceptions to or deviations from the specifications set forth in this bid shall be clearly described in the bidder's proposal. Please make additional attachments to your bid proposal as necessary.

## **BIDDER AFFIDAVITS:**

Each bidder shall accompany his bid with a fully executed and notarized copy of the attached **Non-Collusion Affidavit** and the **Interest Affidavit**. Failure to do so shall be cause for rejection of the bid.

## **ADDENDA AND INTERPRETATIONS:**

If it becomes necessary to revise any part of this bid, a written addendum will be provided to all the bidders. The City of Tulsa is not bound by any oral representations, clarifications, or changes made in the written specifications by City of Tulsa employees, unless such clarification or change is provided to bidders in written addendum form from the Purchasing Division.

## **ALTERING BIDS:**

Bids cannot be altered or amended after submission deadline. **Any interlineation, alteration or erasure made** before opening time and date **must be initialed** by the signer of the bid, guaranteeing authenticity. Bids must be submitted in ink or typewritten. Penciling will not be accepted. **Vendur must submit one (1) original bid, clearly marked "original" with two (2) copies. Failure to do so may result in rejection of bid.**

## **CONTRACT:**

The terms of the contract shall be for a period of one (1) year beginning from the date it is executed by the City of Tulsa. The contract shall be renewable, with the consent of both parties, for two (2) successive one (1) year periods.

## **ASSIGNMENT:**

Successful bidder shall not sell, sublet, or assign this agreement or any portion thereof to any persons or persons, except upon the written approval of the City of Tulsa.

## **TERMINATION OF CONTRACT:**

The City of Tulsa may by written notice terminate the contract at any time if the supplier refuses or fails to comply with the provisions of this agreement; maintain a consistently high quality of work or so fails to make progress as to endanger performance and does not cure such failure after written notice within a specified amount of time, or fails to perform the services within the time specified or any written extension thereof. In such event, the City of Tulsa may purchase or otherwise secure services of an outside firm to remedy the omissions. The contractor shall be liable for any and all amounts in excess of the contract occasioned the City thereby. Termination, if necessary shall be effective 30 days from written notification.

## **PRICE ADJUSTMENTS:**

- A. If, during the term of the contract, the bidder's net prices to other customers for items like those listed herein are reduced below the price quoted herein, it is understood and agreed that the benefits of such reduction shall be extended to the City of Tulsa. The supplier will, within thirty (30) days, provide written notice to the Purchasing Agent of the specific amount of decrease and the date of effect.
- B. If, during the term of the contract, the bidder's cost for materials, labor, transportation, etc. are increased, the bidder may apply to the Purchasing Agent for a corresponding once per annum price adjustment. Such application must be accompanied by sufficient information to justify approval. The supplier will provide a minimum of sixty (60) calendar days written notice of the request to increase. No application for upward price adjustments shall be approved during the first 180 days of the contract period.

### **QUANTITIES:**

The City of Tulsa does not guarantee any specific quantity or number of purchases that will be made during the contract period. If the vendor's prices cannot stay competitive with the outside market, the City reserves the right to purchase from outside suppliers or low bidder(s).

### **DISCLOSURE OF INFORMATION:**

All information received or obtained by vendors in connection with this bid must be treated as confidential and not used for any purpose other than for replying to this proposal request, and for fulfillment of any subsequent contract, if awarded.

All proposal information received from vendors by the City of Tulsa, in connection with this bid, will be retained by the City and remain a matter of public record. Any proprietary or confidential information should be identified as such, and the desired treatment of the information specified.

Proposals will be rejected if information relevant to the evaluation process cannot be retained for possible disclosure in established audit processes.

### **RIGHT TO AUDIT:**

Bidder fully understands that it is a condition of this bid to allow the City to audit for goods, services, materials and/or supplies provided to the City of Tulsa. Bidder agrees to provide timely access to its books and records on Bidder's premises upon reasonable request by City staff. Bidder further agrees that it shall provide City personnel reasonable access and such clerical assistance as City staff may require for examination and audit of those portions of Bidder's books and records relating to the goods, services, materials and/or supplies furnished to the City during the term of any contract between Bidder and City.

### **PURCHASE ORDERS, INVOICING AND PAYMENT:**

The City may issue both itemized and blanket type purchase orders for the various City agencies.

The contract holder shall furnish the user department one (1) copy of the itemized delivery ticket.

The original invoice is to be sent directly to the City of Tulsa Accounts Payable Division, 200 Civic Center, City Hall Building, 9th Floor, Tulsa, Oklahoma 74103.

Invoices shall contain as a minimum, the following information:

1. Using agency and address
2. Purchase Order Number
3. Delivery Ticket number (if not the same as invoice number)
4. Product description
5. Unit price of product(s)
6. Total price of invoice
7. Delivery or pick-up date
8. TAC number

Invoices for monthly blanket purchase orders are not to exceed the dollar amount shown on the purchase order.

### **AWARD OF BID:**

The bid shall be awarded to the one (1) firm whose proposal is responsive to the bid and is most advantageous to the City, considering the factors identified in the bid and Section 406E of Title 6, The Purchasing Ordinance set forth below:

#### 406E. AWARD OF CONTRACT

1. Authority in the Mayor. The Mayor shall have the authority to award contracts within the purview of this chapter.
2. Lowest Secure Bidder. Contracts shall be awarded to the lowest secure bidder meeting specifications. Bid Specifications may include a point system for evaluating the lowest secure bid. In determining "lowest secure bidder", in addition to price, the following factors shall be considered:
  - a. The ability, capacity and skill of the bidder to perform the contract or provide the service required;
  - b. whether the bidder can perform the contract or provide the service promptly or within the time specified, without delay or interference;
  - c. the character, integrity, reputation, judgment, experience and efficiency of the bidder;
  - d. the quality of performance of previous contracts or services;
  - e. the previous and existing compliance by the bidder with laws and ordinances relating to the contract or service;
  - f. the sufficiency of the financial resources and ability of the bidder to perform the contract or provide the service;

- g. the quality, availability and adaptability of the supplies or contractual services to the particular use required;
- h. the ability of the bidder to provide future maintenance and service for the use of the subject of the contract;
- i. where an earlier delivery date would be of great benefit to the requisitioning agency, the date and terms of delivery may be considered in the bid award, and
- j. the number and scope of conditions attached to the bid.
- k. if a point system has been utilized in the bid specifications, the number of points earned by the bidder.

### **BID EVALUATION**

Evaluation of the bids will be based upon a point system in which 3 points will be given to the bidder whose net price for each line item is lowest; 2 points given to the second low bidder per item and 1 point to the third lowest. Award of bid will be made to the single bidder who most fully supplies the list of items requested and whose point total is highest.