



**City of Hammond
Purchasing Department**

RFP 14-15

**Provide One (1) 150kW GENERAC Natural Gas Generator Set
“Generac QT15068KNAC
AND
GENERAC RTSN4700K3 Transfer Switch”**

OR EQUAL

**Proposals Shall Be Received by the Purchasing Department, City of
Hammond
310 East Charles Street
P.O. Box 2788
Hammond, Louisiana 70404-2788**

**By
10:00 A.M. Friday, March 7, 2014**

**Advertisement In The Official Journal, Daily Star, to be
Published Two (2) Times**

February 18 and 26, 2014

**For Additional Information or Questions, Contact:
Ernest Peters, Sr.-Purchasing Agent- (985)-277-5632**

This is the Bid Package of:

Date: _____

Firm: _____

Address _____

City _____ **State** _____ **Zip Code** _____

Person to Contact: _____

Phone No: _____ **Fax No:** _____

E-mail: _____

YOUR BID IS IMPORTANT TO US

HOWEVER, IF YOU DO NOT WISH TO BID THIS PROJECT, PLEASE RETURN THIS SHEET WITH YOUR COMPANY NAME MARKED "NO BID". THIS WILL NOT AFFECT FUTURE BIDS, BUT IS A MEANS IN VERIFYING THAT YOU DID RECEIVE NOTIFICATION FOR THIS BID.

Specifications: 150 kW Generac Natural Gas Generator Set

Furnish (1) each – 150 kW 277/480 volt – 3 phase aluminum enclosure, natural gas-standby generator set with 3 phase rain tight automatic transfer switch. Voltage – electric – engine lubrication systems – oil pump (gear). Oil filter (full flow spin-on cartridge). Engine cooling system – type closed.

Water pump- belt driven – fuel system - fuel type (natural gas).

Carburetor (down draft) – Electrical system – battery charge alternator – 12 volt, 30 amp. Static battery charger – 2 amp – system voltage – 12 volts

Unit to be 150 kw, 3 phase, 277/480 volt and liquid cooled, 3600 rpm, with RTS automatic transfer switch 400 amp Service entrance. Hour meter and block heater included. Includes shipping charges.

The contact person for this project is: Janice Russo @ (985) 277-5966.

Special Note

BIDDERS ARE URGED TO PROMPTLY REVIEW THE REQUIREMENTS OF ALL SPECIFICATIONS AND SUBMIT QUESTIONS FOR RESOLUTION AS EARLY AS POSSIBLE DURING THE BID PERIOD. QUESTIONS OR CONCERNS MUST BE SUBMITTED IN WRITING TO THE PURCHASING AGENT DURING THE BID PERIOD AND SHALL BECOME PART OF YOUR BID PACKAGE. OTHERWISE, THIS WILL BE CONSTRUED AS ACCEPTANCE BY THE BIDDERS THAT THE INTENT OF THE SPECIFICATIONS IS CLEAR AND THAT COMPETITIVE BIDS MAY BE OBTAINED AS SPECIFIED HEREIN. PROTESTS WITH REGARD TO THE SPECIFICATION DOCUMENTS SHALL NOT BE CONSIDERED AFTER BIDS ARE OPENED.

Bid Packages are mailed only as a courtesy. The *City of Hammond* does not assume responsibility for bidders to receive bid packages. Bidders should rely only on advertisements in the local newspaper, and on website www.hammond.org, and should personally pick up bid packages with specifications. Full information may be obtained, or questions answered, by contacting the *Purchasing Department, Hammond City Hall Complex, 310 East Charles Street* or by calling (985) 277-5632.

Bids shall be accepted only on the bid forms furnished by the *City of Hammond Purchasing Department*. The *City of Hammond* shall only accept bids from those bidders in whose name the bid forms and or specifications were issued. Altered or incomplete bid forms, or use of substitute forms or documents, shall render the bid non-responsive and subject to rejection. The entire bid package, including the specifications and copies of any addenda issued shall be submitted to the *Purchasing Department* as THE BID.

All bids must be typed or written in **BLUE/BLACK INK**. Any erasures, strikeover and/or changes to prices shall be initialed by the bidder. Failure to initial shall be cause for rejection of the bid as non-responsive.

All bids shall be signed. Failure to do so shall cause the bid to be rejected as non-responsive.

Where one (1) or more vendor's exact products or typical workmanship is designated as the level of quality desired or equivalent, the *Purchasing Agent*, after study and review, reserves the right to determine the acceptability of any equivalent offered. The decision, after study and review, shall be final and binding.

If bidding "equivalent" products, specifications, illustrative literature and any deviations shall be submitted with bid. Representative samples shall be submitted upon request, if appropriate.

These specifications are written in a manner to invite open competition. Any manufacturer's names, trade names, brand names, or catalog numbers used in the

specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive unless the invitation to bid states that only the brand name will be considered for reasons of compatibility, etc.

The Public Bid number, Bidder's name, address and bid opening date shall be clearly printed or typed on the outside of the bid envelope. Only one (1) bid shall be accepted from each bidder. Alternates shall not be accepted unless specifically requested in the bid specifications. Submission of more than one (1) bid or alternates not requested may be grounds for rejection of all bids by the bidder.

The method of delivery of bids is the responsibility of the bidder. All bids shall be received by the *Purchasing Department, Hammond City Hall Complex, 310 East Charles Street Hammond, Louisiana* on or before the specified bid opening date and time. Late bids shall not be accepted under ANY circumstances. It is the bidders' sole responsibility to insure that their bid has been delivered and accepted with ample time to meet all specified deadlines.

Non-Discrimination:

By Submitting and signing this bid, Bidder certifies that he agrees to adhere to the mandates dictated by title VI and VII of the civil rights act of 1964, as amended; the Vietnam Era Veterans Readjustment Assistance Act of 1974; section 503 of the Rehabilitation act of 1973; section 202 of Executive Order 11246, as amended; and the Americans with Disabilities Act of 1990. Bidder agrees to keep informed of and comply with all Federal, State and Local Laws, Ordinances and Regulations which affect His Employees or Prospective Employees.

Sealed Bid Form for Public Bid

RFP# 14-15

As a qualified bidder for the project, I have carefully examined all of the Bidding Documents and have examined the conditions and specifications of the work to be done, and I hereby propose to furnish all labor, materials, equipment, tools, etc., as called for by the bidding specifications.

I hereby acknowledge that I have received the following Addenda and they are reflected as part of this bid.

List by date and Addendum number

Bid Amount

Bidder agrees to deliver material and perform work described by the Bidding Specifications for the sum indicated:

(Amounts shall be shown in words and digits. In case of discrepancy, words shall govern.)

TOTAL BID PRICE

_____ Dollars

(\$ _____)

Signature of Bidder

Company Name

The above signature on this Sealed Bid certifies that bidder has carefully examined the instructions to bidders, terms and specifications applicable to and made a part of this Seal Bid Package. Bidder further certifies that the prices shown are in full compliance with the conditions, terms and specifications of this Sealed Bid.