

UNIVERSITY AREA JOINT AUTHORITY
STATE COLLEGE
CENTRE COUNTY, PENNSYLVANIA

CONTRACT #2020-06

BID, CONTRACT & SPECIFICATIONS FOR
60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

JUNE 2020

INVITATION TO BID

Sealed Bids will be received by the University Area Joint Authority in their offices at 1576 Spring Valley Road, State College, Centre County, Pennsylvania, 16801 until 10:00 AM prevailing time, June 30th, 2020, at which time they will be opened and read aloud. The Bids are to be for the purchase of:

1. CONTRACT #2020-06, 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

Instructions to Bidders, Specifications and Forms of Contracts may be obtained at the office of the Authority. All Bids shall be on the Bid Form and shall be irrevocable for a period of sixty (60) days after the opening of Bids.

The University Area Joint Authority reserves the right to waive any defects, errors, omissions, mistakes, informalities, to accept any bid or combination of bids that are deemed to be in the best interest of the Authority, and to reject any or all Bids.

Please contact Diane Ruth at 814-238-5361 between the hours of 8 a.m. and 4 p.m. with questions.

University Area Joint Authority

Cory R. Miller, Executive Director

Dated: June 2020

FORM OF BID

FOR: 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

TO: University Area Joint Authority
1576 Spring Valley Road
State College, Pa. 16801

Gentlemen:

Pursuant to and in accordance with your advertisement for bids dated June 17th and June 21st, 2020 and the Instructions to Bidders relating thereto, the Undersigned having carefully examined the Specifications and other Contract Documents hereby proposes to furnish one 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH in accordance with the Specifications and all Addenda issued by the Owner and mailed to the Undersigned a minimum of three (3) working days prior to the opening of Bids whether received by the undersigned or not, complete, and ready for use, for the lump sum price set forth in the following Schedule.

CONTRACT #2020-06

SCHEDULE NO. 1

ONE (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

For furnishing one (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH as specified in Section No. 2 of these Specifications, the lump sum price of

_____ Dollars \$ _____

Additions or Deductions for Modifications and/or Exceptions to the Specifications:

1. _____ \$ _____

2. _____ \$ _____

GUARANTEES OR WARRANTIES - Specify:

DELIVERY TIME: _____

BIDDER'S REPRESENTATION

The undersigned hereby represents as follows:

1. That this Bid is made without connection with any person, firm, or corporation making a bid for the same product, and is in all respects fair and without fraud or collusion;
2. That no officer, agent or employee of the University Area Joint Authority is personally interested directly or indirectly in this Contract or the compensation to be paid hereunder; and,
3. That no representation, statement or statements, oral or in writing, has induced vendor to enter into this contract excepting only those contained in the Contract Documents or made a part hereof by its terms.

The undersigned hereby designates as their office to which any notice of acceptance may be sent: (provide company name, address, phone, fax, email, contact name)

This bid may be withdrawn at any time prior to the scheduled time for opening of bids or any authorized postponement thereof.

WITNESS:

WITNESS:

WITNESS:

INDIVIDUAL:

_____ (SEAL)

PARTNERSHIP:

_____ (SEAL)

By: _____ (SEAL)

_____ (SEAL)

FIRM OR CORPORATION:

_____ (SEAL)

By: _____

If a corporation, give State of Incorporation using the phrase, "A Corporation Organized under the Laws of

_____."

If a partnership, give names of partners, using also, the phrase, "Co-partners trading and doing business under the firm name of

_____."

If an individual, using a trade name, give individual name, using also, the phrase, "An individual doing business under the firm name of

_____."

SECTION NO. 1
INSTRUCTIONS TO BIDDERS

1. The attached Specifications set forth for one (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH. Any change, variation or substitution of equal equipment must be clearly stated in the bid.
2. Each bidder must include the time for delivery after awarding of the Contract.
3. All Contracts must be executed on forms furnished by the Authority.
4. All Bids shall be sealed in an envelope plainly marked "SEALED BID FOR CONTRACT #2020-06" UNIVERSITY AREA JOINT AUTHORITY, ONE (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH.
5. Bids shall also include any and all guarantees on the equipment as bid.
6. All supplemental instructions will be in the form of written Addenda to the Specifications, which if issued, will be mailed to all prospective Bidders not later than three (3) working days prior to the date fixed for the opening of the Bids.
7. The successful Bidder will be responsible for the payment of all Excise, Sales and Use Taxes and all other taxes required by law on all materials, tools, apparatus, equipment, fixtures, services, uses and incidentals which vendor purchases or uses for the purpose of fulfilling the work of this Contract, and vendor shall include all amounts required for such taxes within the item prices bid. No additional payment will be made to cover such taxes. Each Bidder shall thoroughly familiarize themselves before submitting a Bid with all laws requiring the payment of such taxes.

Attention is directed to the fact that under existing provisions of the Pennsylvania 1963 Tax Act for Education and regulations promulgated by the Pennsylvania Department of Revenue, items of tangible personal property used or consumed directly in the rendition of a public utility service (including a sewer system) are exempt from tax under said Act upon proper application for the certificate of exemption. Bidders are further advised that, upon proper application, an Excise Tax Exemption Certificate will be provided to the successful Bidder.

CONTRACT

THIS AGREEMENT made and entered into this _____ day of _____ by and between the University Area Joint Authority, hereinafter known as the Owner, Party of the First Part, and _____ a _____ known as _____, existing under the laws of _____, hereinafter called the CONTRACTOR, Party of the Second Part.

WITNESSETH, that the Parties hereto for the consideration stated mutually agree as follows:

ARTICLE I – SCOPE OF WORK:

The Contractor agrees to furnish the specified product and perform all work necessary for, or incidental to, and to perform all other obligations imposed by this contract for the complete work in connection with the delivery of the product herein called for, all in strict accordance with the CONTRACT DOCUMENTS as prepared by the Authority, attached hereto or referred to herein, all of which are made a part of and designated as follows:

- a. Notice to Bidders
- b. Instructions to Bidders
- c. Form of Bid
- d. Specifications for one (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

ARTICLE II – TIME OF COMPLETION:

The CONTRACTOR agrees that the complete product to be purchased under this CONTRACT shall be delivered to the OWNER within _____ workdays from the date of this agreement, based upon information available as of _____.

ARTICLE III – THE CONTRACT SUM:

The OWNER will pay, and the CONTRACTOR will receive and accept in full performance of the CONTRACTOR’S obligations hereunder the lump sum for one (1) 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH within thirty (30) days from the acceptance of the product by the OWNER.

ARTICLE IV – DISPOSAL OF CONTRACT:

The CONTRACTOR shall keep the CONTRACT under their own control and shall not sell, transfer or assign or otherwise dispose of the CONTRACT or any portion thereof or their right, title or interest herein to any person, firm or corporation without the express written consent of the OWNER.

IN WITNESS WHEREOF, the parties hereto have caused the signatures of their proper officers to be affixed hereunto on the day and year first above written.

CONTRACT #2020-06 60 KW NATURAL GAS GENERATOR AND TRANSFER SWITCH

UNIVERSITY AREA JOINT AUTHORITY

By: _____
Chairman

ATTEST:

Secretary

CONTRACTOR

By: _____

ATTEST:

SECTION NO. 2 SPECIFICATIONS

The following indicates the MINIMUM requirements including all genuine parts, accessories, equipment and safety features considered standard, whether mentioned herein or not.

The product shall be clean, lubricated and serviced, ready for immediate use.

SEE ATTACHED SPECIFICATIONS

- *Product must be delivered no later than September, 1st, 2020.*
- Generator submitted must be the most current model year.
- Vendor must provide a cut sheet detailing specification for item that has been bid. Submitting a generalized catalog is not acceptable.
- All warranties will commence only after start up has been completed.
- Delivery of equipment to UAJA, 1576 Spring Valley Road, State College, Pa.
- Start up must be provided. This shall include vendor testing the transfer switch and generator for defects only after all other installation details have been completed.
- The unit shall be free of All Dealer signs and emblems
- Product delivered to the Authority in a condition below retail customer acceptance level will NOT be acceptable. Authority will inspect appearance and mechanical operation upon delivery BEFORE acceptance.
- The successful bidder shall comply with the Manufacturer's Warranty.