

**INSTRUCTIONS TO BIDDERS  
SCBA ASSEMBLIES & ADDITIONAL FACE PIECES  
FOR VILLAGE OF BRIDGEVIEW**

**1. OWNER/PURCHASER**

The Owner (also referred to as "Purchaser") is:

Village of Bridgeview  
7500 South Oketo Avenue  
Bridgeview, IL 60455

**2. SCOPE OF SERVICES**

The services of Bidder (also referred to as "Vendor" or "Contractor") consist of the delivery of at least 24 complete SCBA assemblies and 15 additional face pieces, as further described in the specifications.

**3. GENERAL**

The Bidder/Vendor shall supply all labor, transportation, apparatus, and any tools necessary for the delivery of the SCBA assemblies and face pieces, as stated in the Contract Documents. All parts must be coordinated, complete, ready to operate and delivered to the Owner in new condition.

**4. BIDDING DOCUMENTS**

- a. Invitation to Bid
- b. Bid Form (Proposal)
- c. Instructions to Bidders
- d. Specifications

**5. BIDDER REQUIREMENTS**

All interested Bidders shall meet the following requirements in order to Bid this project:

- a. Bidders shall be an authorized seller for the product furnished and shall maintain an authorized service center within 100 miles of the Village of Bridgeview (or provide mobile onsite services) for the products delivered.
- b. Bidders shall provide proof of certification that the equipment to be delivered meets the current NFPA standards and ISO certifications.
- c. Successful Bidder shall provide the initial fit testing in compliance with quantitative fit testing protocol for all members of the Bridgeview Fire Department and shall furnish

appropriate documentation of such fitting test.

- d. The successful Bidder shall submit the following items: the location of the service center where warranty work will be performed, or a statement that all warranty services will be performed at the Village of Bridgeview Fire Department and a list of certified technicians.

## **6. PROPOSAL (BID) INSTRUCTIONS**

### **6.1 GENERAL**

All proposals, bearing the name of the Bidder must be submitted **IN DUPLICATE** on proposal forms included in Bid Documents, and shall be received in a sealed opaque envelope bearing the following inscription:

#### **SCBA Assemblies & Additional Face Pieces**

All Bids will be firm for a period of 60 days from the date of Bid Opening.

Bids will be received by Wednesday, October 9, 2013, no later than 4:00 p.m. No Bids will be accepted after this time.

Bids shall be publicly opened at the:

Place: Village of Bridgeview Village Hall  
7500 South Oketo Avenue  
Bridgeview, Illinois 60455

Date: October 10, 2013

Time: 10:00 a.m.

### **6.2 EXCEPTIONS**

Any deviation, clarification or exception to these Bid Documents could be cause for rejection of your Bid. Under the State Bidding Laws, exceptions to the Bid could be cause for disqualification of the Bidder. In the event the Bidder's proposal in any way deviates from the specifications, such deviation must be noted on the bid form.

### **6.3 CONFIRMATION OF ADDENDA**

It is the responsibility of each Bidder to determine if any Addenda have been issued by

contacting Anthony Butkus, Acting Fire Chief, Telephone: 708-924-8250.

#### **6.4 TIME SCHEDULE**

The Bidder is required to perform its work within the following schedule:

Substantial Completion and Delivery Date: Within ninety (90) days of notice of award of contract.

#### **7. RESERVATION OF RIGHTS BY THE VILLAGE OF BRIDGEVIEW**

The Owner reserves the right to reject any or all Bids, to waive irregularities, and to accept that Bid which is considered to be in the best interests of the Owner. Any such decision shall be considered final. The Owner reserves the right to set aside a Bid from a Contractor who, in the Owner's opinion, does not exhibit past experience equal to the size and scope of this project.

#### **8. STATUTORY REQUIREMENTS**

All applicable Federal and State laws, and the rules and regulations of all authorities having jurisdiction over construction of the project shall apply to the Contract throughout, and they will be deemed to be included in the contract the same as though written therein in full. This includes all current regulations with respect to paying the prevailing wages and obtaining all necessary permits at the Contractor's expense which shall be incorporated into this project.

Purchases of materials for incorporation into this project are exempt from the Illinois Retailer's Occupation Tax and Use Tax (Sales Tax). The Bidder shall exclude such taxes from consideration in preparing his Bid.

#### **9. NOTICE OF AWARD**

The Contract shall be deemed as having been awarded when formal notice of award shall have been duly served upon the intended awardee by some officer or agent of the Owner authorized to give such notice. Such notice shall be in writing.

#### **10. POST AWARD REQUIREMENTS**

Within ten (10) days after receiving the Contract for signature, the Bidder must furnish the Owner with the following:

Executed Agreement between Owner and Vendor.

**11. CERTIFICATION OF COMPLIANCE WITH ARTICLE 33E OF THE  
CRIMINAL CODE OF 1961**

By signing and submitting with the Bid Form the enclosed certificate of compliance, the Contractor certifies that the Contractor is not barred from bidding on the Contract as a result of a conviction for either bid-rigging or bid rotating under Article 33E of the Criminal Code of 1961.