

INSTRUCTION TO BIDDERS AND CONDITIONS OF BID

SEALED BIDS

Bids must be submitted in a sealed envelope, clearly marked with the appropriate project number, date, time of bid opening, and name and address of the bidder. All pages of this Invitation & Bid Form must be submitted with your bid. Telephonic, faxed and emailed bids will not be accepted under any circumstances.

SUBMISSION OF BIDS

Bids may be mailed, or delivered in person to the following address to arrive by the bid closing date and time. Late bids will not be accepted and will be returned to the bidder unopened. Extensions will not be granted. All bids shall be marked "Bid Proposal" along with the project name and number.

**Richard Grossman, Engineering Dept., 7th Floor
Department of Children and Families
505 Hudson Street
Hartford, CT 06106**

PRE-BID MEETING

A mandatory pre-bid meeting will be held on-site **Wednesday, January 30, 2019, 10:00AM sharp**. (No late arrivals allowed). The meeting will be at Albert J. Solnit Children's Center, Maintenance Office, 36 Gardner Street, East Windsor, CT. Contractors proposing for this project **must** visit and examine the site before proposing, to verify the job conditions and dimensions. This meeting is intended to review the Bid requirements and answer any questions that interested bidders may have about this Bid. Any late proposers will not be allowed to attend the pre-bid disqualifying them from bidding the project

BID CLOSING DATE

Bids must be received and stamped at the Department of Children and Families, Attn: Richard Grossman, Engineering, 7th Floor, 505 Hudson Street, Hartford, CT 06106 no later than **Thursday, February 7, 2019, 1:00PM** at the "Submission of Bids" location indicated above. All bids will be opened at the stipulated time and place. Any bidder who wishes to attend may do so.

STATES RIGHTS

The State reserves the right to reject any and all bids, and to waive any informality in the bids. No bids may be withdrawn for at least 60 days after the scheduled closing times for receipt of bids.

STANDARD CONDITIONS

1. Bid Security – Bid security in the form of a certified check, bank check, or bid bond in the amount equal to 10% of the bid is required on all bids in excess of \$100,000.00. Checks should be made payable to:

Treasure, State of Connecticut

2. Security for faithful performance – Performance Bond and Labor and Material Bond in the amount of 100% of the purchase order price must be filed by the successful low bidder prior to the start of construction if the bid is in excess of \$100,000.00.
3. Personal liability and property damage insurance is required per the Certificate of Insurance included herein.
4. Contractor shall commence work within two weeks after receiving notice to proceed and continue for sixty (60) calendar days for completion of the project, unless otherwise specified or agreed.
5. Contact Persons: Richard Grossman Plant Facility Engineer, 860-719-2199; Fax 860-292-4029.
6. Liquidated Damages: \$350.00 per day.

SUPPLEMENTAL BIDS

Occasionally, the State may request “Supplemental Bids” to a special project. When listed on the Invitation and Bid Form, each bidder is required to bid on each Supplement Bid.

CONNECTICUT SALES AND USE TAX

All contractors shall familiarize themselves with the current regulations of the Department of Revenue Service. The tax on materials or supplies exempted by such regulations shall not be included as part of the Contractor’s bid.

WAGE RATES

This project does not fall within the requirements of Connecticut Prevailing Wage Rate Law.

DISCREPANCY IN AMOUNTS

In the event of any discrepancy between the amount written in words and the amount written in numerical figures, the amount written in words will be controlling. In case of error in the extension of prices in the bid, the unit price will govern.

START AND COMPLETION DATES

All work is to be completed within the specified number of days from the starting date, which is to be established at the time the Contract is awarded.

SUBLETTING OR ASSIGNING OF CONTACT

The contract or any portion thereof, or the work provided for therein, or the right, title, or interest of the contractor therein may not be sublet, sold, transferred, assigned or otherwise disposed of to any person, firm, or corporation without the written consent of the Commissioner.

No person, firm, corporation other than the contractor to whom the project was awarded, shall be permitted to commence work at the site of the project until such consent has been granted.

BASEBID

The base bid shall be the figure to perform all work associated with the contract documents, excluding any supplemental items. It is the owners' intention the base bid shall cover all plant, labor and materials necessary to complete the work as intended or implied.

AWARD

The award will be determined by the lowest responsible bidder with the lowest total bid price.

END OF SECTION