

**Madison Metropolitan Sewerage District
Advertisement for Bids
2020 Cellular Booster parts**

Published Friday, September 4th and Monday, September 14th, 2020

The Madison Metropolitan Sewerage District requests bids for Cellular Booster parts. Specifications are available by visiting the district website at: <http://www.madsewer.org/Projects/Non-Engineering-Projects>. Sealed bids will be accepted until 1:00 P.M., Monday, **September 21, 2020**, at the district office, 1610 Moorland Road, Madison, WI 53713. At this time and place all bids will be publicly opened and read aloud. Any questions should be directed to Matthew Leitzen at (608)222-1201x110 or mattl@madsewer.org.

Bids shall be addressed to the Madison Metropolitan Sewerage District, Attn., Matthew Leitzen, and should be clearly marked “2020 Cellular Booster parts”.

Only formal written addenda can materially alter the specifications. No verbal statement made by a district employee or anyone else is binding nor shall such a statement be considered an official part of this public proposal. All bid responses and their contents will be public record.

Unless otherwise specified in the bidding documents, the prospective bidders should check our internet site for any addendum 72 hours before the scheduled bid deadline.

The district is federal and state tax exempt. The district reserves the right to reject any or all proposals or to waive any technicality and accept any proposal which may, in its opinion, be advantageous to the district.

Any questions may be directed to:

Matthew Leitzen

Procurement Agent

Madison Metropolitan Sewerage District

1610 Moorland Rd

Madison, WI 53713



BID FORM A:

2020 Cellular Booster Parts

Return To: Madison Metropolitan Sewerage District 1610 Moorland Rd. Madison WI, 53713 Attn: Matthew Leitzen	Title : 2020 Cellular Booster parts Date Issued: September 04, 2020 Project manager: Matthew Leitzen Telephone: 608-222-1201x110 Email: mattl@madsewer.org
BIDDER:	Submit Bid by: 9/21/2020 @ 1P.M.

Specification:

Cellular booster parts:

1. Cel Fi GO Red FirstNet Booster Model G32 12 14, (15 each)
2. Cel Fi Indoor Omni Antenna N Type Connector Model A11 V43 121 (30 each)
3. Cel Fi Wideband Panel Antenna N Type Connector Model A52 V32 101 (15 each)

Bid:

Lump Sum Bid \$ _____

Company name: _____

Company address: _____

Company phone: _____

Authorization signature: _____

Printed name: _____

Addendum # _____

Bids will be received until 1:00 P.M. **September 21, 2020.**

Date and time received: _____

1.0 PURPOSE AND SCOPE

The Madison Metropolitan Sewerage District invites and will accept bids for the purchase of the items outlined on Bid Form A. MMSD intends to use the results of this process to award and issue a purchase order for the winning bid as a lump sum.

2.0 CORRESPONDENCE, CLARIFICATIONS AND QUESTIONS

Bidders are expected to raise any questions, exceptions or additions they have concerning the bid document by September 17, 2020. If a bidder discovers any significant ambiguity, error, conflict, discrepancy, omission, or other deficiency in this request for bid, the bidder must immediately notify the Project Manager named on the cover page of the issue in writing and request modification or clarification of the bid document. All inquiries must be directed to the person indicated on the cover page. E-mail is the preferred method of contact.

3.0 ADDENDUMS

In the event it becomes necessary to clarify any part of this request for bid, or to revise any part of this RFB, the Project manager will send out an official addendum/amendment to all potential bidders. Bidders must acknowledge the receipt/review of any addendum(s) on the Bid Form A.

The Project manager has the sole authority for modifications of this specifications and or bid.

4.0 BIDDER QUALIFICATIONS & REQUIREMENTS

All Bidder qualifications in this section are mandatory. Failure to meet a qualification may disqualify your Bid. However, the Procurement Agent reserves the right to waive any qualification if no Bidder is able to satisfy that qualification.

- 4.1 Bidder must provide a written warranty providing assurance that manufactured parts are in brand new condition and free of defects in quality or workmanship.
- 4.2 Bidder must be able to deliver the materials within 8 weeks of award.

5.0 METHOD OF BID

Bidder must use the Request for Bid form (Bid Form A) and must submit a Lump Sum, and guaranteed days from order placement to delivery. Bids will be accepted only for fixed costs as requested. All prices must be bid in U.S. Dollars. Bidder's own quotation sheet will not be accepted.



6.0 INVOICING REQUIREMENTS

Contractor shall invoice after materials are shipped. MMSD will pay or reject invoices within 30 days of receipt by MMSD. Only properly submitted invoices shall be officially received for payment. Thus, your prompt payment requires that your invoices be clear and complete in conformity with the instructions below.

All invoices must be itemized showing

- a. Purchase Order number
- b. Contractor name
- c. Remit to address and telephone number
- d. Contract price(s) and detail of what is being billed

7.0 METHOD OF AWARD

Award(s) shall be made on the basis of the lowest **lump sum bid** from a responsive, responsible bidder who meets all specifications. MMSD will award to one (1) Bidder whichever is judged to be in the best interest of the MMSD. MMSD is the sole determinant of its best interests.

8.0 REQUIRED FORMS

In order for your bid to be considered, the following completed documents must be provided. An “X” preceding the form indicates that it must be completed and returned with the Bid response by the due date and time listed on the bid cover page, in order for your bid to be considered. Include:

X	Bid Form A, Cover (Signature) /Cost Pages	
X	Bidder Response Sheet	Attachment C

Failure to provide the required documents/information within your bid submittal may disqualify your bid.

BIDDER RESPONSE SHEET.
2020 Cellular Booster Parts.
ATTACHMENT C

Bidders must submit the following table with a response in the form of a check in one box for each criterion indicating “Yes” or “No”. A check indicating “Yes” certifies that the Bidder is fully capable of providing the service or qualification described. **Bids without a response for each requirement or “No” will be rejected.** Awarded vendor must be able to answer “Yes” to all requirements.

QUALIFICATIONS AND REQUIREMENTS

Section	Requirement Description	YES, I <u>can</u> meet this requirement	NO, I <u>cannot</u> meet this requirement
4.1	Bidder must provide a written warranty providing assurance that manufactured parts are in brand new condition and free of defects in quality or workmanship.		
4.2	Bidder must be able to deliver the rotor within 8 weeks of award.		

Specify the Product Name and Product # (if applicable for the RFB response)

I certify that the information I have provided in this bid is true, and I understand that any false, misleading, or missing information will disqualify the bid.

Company Name: _____

Bidder’s Name and Title: _____

Bidder Signature: _____

Date: _____

Signature of authorized MMSD Employee:

Printed Name:

Date: _____