

City of Portsmouth
Portsmouth, New Hampshire
Portsmouth Public Library
Furnishings

INVITATION TO BID

Sealed bid proposals, **plainly marked** "PORTSMOUTH PUBLIC LIBRARY – FURNISHINGS 03-07" **on the outside of the envelope**, addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, New Hampshire, 03801, will be accepted until July 19, 2006 at 1:00 p.m., at which time all bids will be publicly opened and read aloud.

Scope: The Portsmouth Public Library is relocating to a new facility. It seeks to purchase: wood library chairs; custom wood furniture; meeting room furnishings; task seating and office furnishings; lounge seating and tables; and miscellaneous library components. Delivery, assembly, placement, and installation, are included in the scope. Packing materials must be removed and disposed of by the successful contractor. Dumpsters on site operated by the building contractor may not be used.

Specifications and bid proposal forms may be obtained from the City of Portsmouth, Purchasing Department 1 Junkins Ave., Portsmouth, NH 03801 upon payment of a fee of **\$25.00** per set, made payable to the City of Portsmouth, which will not be refunded. Partial sets will not be distributed. All requests for mailed documents must be accompanied by an additional fee of **\$5.00** to cover the cost of postage and handling. If you have any questions please contact the Purchasing Clerk, at 603-610-7227.

Each Bidder shall furnish a bid security in the amount of ten percent (10%) of the bid. The Bid Security may be in the form of a certified check drawn upon a bank within the State of New Hampshire or a bid bond executed by a surety company authorized to do business in the State of New Hampshire, made payable to the City of Portsmouth, N.H.

The City of Portsmouth reserves the right to reject any or all bids, to waive technical or legal deficiencies, and to accept any bid that it may deem to be in the best interest of the City.