BID DOCUMENTS & SPECIFICATIONS

For
WATER METERS INVENTORY

BID NUMBER 23-06

John P. Bohenko, City Manager

City of Portsmouth, New Hampshire

Prepared by:

City of Portsmouth
Water Department
680 Peverly Hill Rd.
Portsmouth, NH 03801

City of Portsmouth
Portsmouth, New Hampshire

Water Department

"Water Meters Inventory, Bid #23-06"

INVITATION TO BID

Sealed bids , **plainly marked with "Water Meters Inventory, Bid #23-06" on the outside of the mailing envelope as well as the sealed envelope,** addressed to the Finance/Purchasing Department, City Hall, 1 Junkins Avenue, Portsmouth, New Hampshire, 03801, will be accepted until **2:00PM November 23, 2005** at which time all bids will be publicly opened and read aloud.

Scope: To supply and deliver water meters used in the City of Portsmouth Water System.

The total bid package may be obtained from the Finance/Purchasing Department on the third floor at the above address, by calling the Purchasing Clerk at 603-610-7227, or from our website www.cityofportsmouth.com.

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.

If you have any questions please contact the Purchasing Clerk at the above number.

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Instructions to Bidders

It is the intent of this proposal to establish agreements to supply and deliver water meters used in the City of Portsmouth Water System.

Any quantity specified is an estimate only, and it is to be understood that the City of Portsmouth will purchase just the quantities necessary, at various times, to perform the intended operations. Said purchased quantities may be equal to, less than, or greater than the estimates. **Prices are not to be based on minimum truck loads.**

Bid prices shall be in effect for a period of two (2) years from the date the contract is awarded. The City of Portsmouth reserves the right to negotiate an extension of the contract beyond the expiration date.

All bid prices shall be FOB delivered to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

Delivery shall be made within 15 working days of the order date.

Each item will be considered on a separate item basis."All-or-None" proposals will not be accepted.

Portsmouth, New Hampshire
Public Works Department

1. Preparation of Bid Proposal

a) The bidder shall submit her/his proposal on the forms furnished by the City (attached). The bidder shall specify a unit price for each pay item. All words and figures shall be in ink or typed.

If a unit price or lump sum bid already entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the new unit price or lump sum bid entered above or below it, and initialed by the bidder, also with ink.

b) The bidder's proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture; by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, his name and post office address must be shown, by a partnership the name and post office address of each partnership member must be shown; as a joint venture, the name and post office address of each must be shown; by a corporation, the name of the corporation and its business address must be shown, together with the name of the state in which it is incorporated, and the names, titles, and business addresses of the President, Secretary and Treasurer.

2. Irregular Proposals

Bid proposals will be considered irregular and may be rejected for any of the following reasons:

a) If the proposal is on a form other than that furnished by the Owner or if the form is altered.

b) If there are unauthorized additions, conditional or alternated bids, or irregularities of any kind which may tend to make the proposal incomplete, indefinite or ambiguous as to its meaning.

c) If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.

d) If the proposal does not contain a unit price for each pay item listed, except in the case of authorized altar pay items.

3. Delivery of Bid Proposals

When sent by mail, the sealed proposal shall be addressed to the owner at the address and in the care of the official in whose office the bids are to be received. All proposals shall be filed prior to the time and at the place specified in the invitation for bids. Proposals received after the time for opening of the bids will be returned to the bidder, unopened. Faxed bid proposals are NOT acceptable.

4. Withdrawal of Bid Proposals

A bidder will be permitted to withdraw his proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposal.

5. Public Opening of Bid Proposals

Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

6. Disqualification of Bidders

Any of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of his proposal or proposals:

a) More than one proposal for the same work from an individual, firm, or corporation under the same or different name.
b) Evidence of collusion among bidders.
c) Failure to submit all required information requested in the bid specifications.
d) Default under previous contracts.

AWARD

1. Consideration of Proposals

After the proposals are opened and read, they will be compared on the basis of the evaluation criteria. Bid results will be available to the public.

2. Award

Within 45 calendar days after the opening of proposals, award or multiple awards will be made to the lowest responsible and qualified bidder(s) whose proposal complies with all the requirements prescribed. The successful bidder(s) will be notified, by the form mailed to the address on the proposal, that the bid has been accepted and that he has been awarded the bid.

3. Cancellation of Award

The City reserves the right to cancel the award at any time before notification to the successful bidder without any liability against the City. 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.

BID EVALUATION

In addition to the unit prices for individual items, additional factors may be considered as an integral part of the bid evaluation process, including, but not limited to:

a) The bidder's ability to perform within the specified time limits.

b) The bidder's experience, reputation, efficiency, judgment, and integrity.

c) The quality, availability and adaptability of the supplies and materials sold

d) Bidder’s past performance

e) Sufficiency of bidder's financial resources to fulfill the contract

f) Bidder’s ability to provide future maintenance and/or services

g) Other applicable factors as the City determines necessary or appropriate (such as compatibility with existing equipment).

Bid Specifications

1. Cold Water Meters

1.1 Positive Displacement Type 5/8" through 2"

General Description: Meters furnished under these specifications shall be the product of a manufacturer with at least ten (10) years experience in meter manufacturing for the American Market. Meters shall be new, first line quality, positive displacement type for cold water service. Meters must be of the oscillating piston or nutating disc type. Multi-jet meters are not acceptable under this specification.

Meters shall comply with AWWA Standard C700 latest revision and the minimum specifications herein. They shall be designed for use with potable water below 120 degrees F.

Meters must be magnetically driven. Meters with stuffing boxes, spindles and packing glands will not be acceptable.

Registration Accuracy: All meters shall meet the following flow requirements:

Size	Low Flow GPM @95%	Normal Flow GPM 98.5%-101.5%	Continuous Flow GPM
5/8"	1/8	1/4-20	15
3/4"	1/2	2-30	15
1"	3/4	3-50	25
1 1/2"	1 1/2	5-100	50
2"	2	8-160	80

Main Cases: The body main case shall be of high quality copper alloy with raised markings to indicate the direction of flow and size. All cases shall have a minimum wall thickness of 1/8th of an inch. All 5/8" - 1" meter main cases shall include a bottom plate made of (bronze, cast iron, plastic) and held in place with stainless steel bolts with integral washer heads. All bottom plates shall be isolated from the potable water by a full rubber liner. All 1-1/2" - 2" meter main cases shall include a top plate made of bronze only.

Cases must be capable of withstanding working pressures of one hundred fifty (150) psi. Thread protectors shall be supplied for the connection ends.

Register Housings: Register housings shall be constructed of (a suitable engineering polymer) (bronze) and provide full protection of the register assembly. Register assemblies shall be secured to the main case in a tamper resistant fashion to prohibit unauthorized removal. Seal screws, tamperproof screws, or locking devices are acceptable.

Measuring Chambers: Measuring chambers shall be of the two piece design and be made of a copper alloy containing not less than 85% copper or a suitable engineering polymer. The chamber shall be separate from the outer casing and so secured in the main case that the accuracy of the meter will not be affected by any distortion of the case. All wear prone surfaces shall be reinforced with a nylon material.

All measuring chamber assemblies shall operate smoothly and be capable of sustaining long-term accuracy. All motion from the piston or disc shall be transferred to the register via magnetic drive.

Pistons and Discs: Pistons and discs shall be made of vulcanized hard rubber or a suitable engineering polymer with a specific gravity approximately equal to that of water.

Piston oscillations or disc nutations must not exceed the figure recommended in Table One (1) of AWWA Standards C-700 latest revision for the size of meter being bid.

Strainers: All meters shall be provided with a strainer screen installed in the meter. Strainer screens shall be rigid, fit snugly, be easy to remove and have an effective straining area at least two times that of the main case inlet.

Warranties: All meters shall carry the following published warranties:
Meters shall be guaranteed to be free from materials and workmanship and to meet AWWA New Meter Accuracy Standards for a period of five years from the date of purchase. At the expiration of this period, meters shall be guaranteed to meet AWWA Repaired Meter Accuracy Standards for the following time periods:

5/8" - 1"	5 - 15 years from the date of shipment
1 1/2" - 2"	5 - 10 years from the date of shipment

Bidders shall also submit an exchange/repair program for meter maintenance starting the 16th year and continuing through the 20th year of service, from the date of purchase.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

1.2 Turbine Type 1 ½" through 12"

General Description: Meters furnished under these specifications shall be the product of a manufacturer with at least ten (10) years experience in meter manufacturing for the American Market. Meters shall be new, first line quality, turbine type for cold water service.

Meter sizes shall be inclusive and shall comply with the Class II AWWA Standard C701 latest revision and the minimum specifications herein. They shall be designed for use with potable water below 120 degrees F.

Registration Accuracy: All meters shall meet the following flow requirements:

Size	Min Flow GPM @95%	Normal Flow GPM 98.5%-101.5%	Continuous Flow GPM
1 1/2”	3	4-200	160
2"	3	4-200	160
3"	4	5-750	600
4"	7	10-1250	1000
6"	15	20-2500	2000
8"	25	30-3000	2200
10"	55	65-4800	2500
12"	95	110-6800	3400

Main Cases: The body main case shall be of bronze composition of a high tensile strength on 1 1/2"- 6" sizes and epoxy coated cast iron on 8"-12" sizes and be capable of resisting distortion under pressure up to one hundred and fifty (150) pounds per square inch. All meters shall have the size and direction of flow indicated on the case and shall be designed for easy removal of all interior parts without disturbing the connections to the pipeline.

Register Housings: The register housing shall be constructed of (a suitable engineering polymer) (bronze) and provide full protection of the register assembly. Register assemblies shall be secured to the main case in a tamper resistant fashion to prohibit unauthorized removal. Seal screws, tamperproof screws, or locking devices are acceptable.

Measuring Chambers: The measuring elements or chambers for all meters shall be of copper alloy containing not less than 81% copper or of suitable engineering polymer and shall be separate from the case and easily detached and removed therefrom.

Rotor spindles shall be of tungsten carbide steel supported by radial bearings made of PTFE or graphite compounds. Replaceable thrust bearings shall be provided.

Rotors: The measuring impellers, vanes or rotors for all meters shall be polypropylene, nylon, hard rubber or other suitable engineering polymer and shall be mounted on a horizontal axis in the center of the measuring element with rotations of the turbine transmitted to the register by means of magnets.

Straightening vanes of corrosion resistant material as required shall precede the rotor.

Strainers: Meters shall be provided with separate external bronze case strainers of the stainless steel plate type on sizes 2"- 6" sizes and cast or galvanized iron on 8" - 12" sizes. They shall be rigid, easily removable, and have an effective straining area at least double that of the meter main case inlet. Strainer connections shall conform to the main case and shall be accompanied by gaskets, bolts and nuts.

Warranties: All meters shall carry the following published warranties:

Meters shall be guaranteed to be free from defects in materials and workmanship and to meet AWWA New Meter Accuracy Standards for five (5) years from date of shipment.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

1.3 Compound Type Meters 2" through 8"

General Description: Meters combining turbine and displacement meters furnished under these specifications shall conform to AWWA C702 latest revision and the minimum specifications herein. Meters shall combine a main line meter of the Class II turbine type for measuring high rates of flow with a bypass meter of the positive displacement type for measuring low rates of flow. Meters shall have an automatic valve mechanism which diverts low rates of flow through the bypass meter. They shall be designed for use with potable water below 120 degrees F.

Operating Characteristics and Dimensions: Meter sizes, capacities and pressure losses shall conform to Table 1 of the AWWA Standard. The main case lengths shall not exceed those reflected in Table 2 of the AWWA Standard.

Registration Accuracy: All meters shall meet the following flow requirements:

Size	Min Flow GPM @95%	Normal Flow GPM 98.5%-101.5%	Continuous Flow GPM
2"	1/8	1/4-160	100
3"	1/8	1/4-650	325
4"	1/8	1/4-1150	575
6"	3/4	3-2500	1560
8"	1-1/2	5-3000	1875

Minimum accuracy through changeover shall be no less than 97% of actual throughput.

Main Cases: The body main case shall be of bronze composition on 2" through 6" models and epoxy coated cast iron on 8" models and be capable of withstanding pressure of one hundred and fifty (150) psi. Outer cases shall permit separate removal of measuring chambers. Meters shall be designed for easy removal of all interior parts without disturbing the connections to the pipeline.

Automatic Valves: Automatic valves shall be as specified in Section 2.10 of the AWWA Standard.

Spring loaded valves shall be a Poppet-type suitable for such purpose. Spring tension shall offer sufficient resistance to the incoming water to divert all small rates of flow through the bypass meter until such time as the pressure loss is great enough to ensure efficient operation of the main measuring section.

Spring loaded valves shall have components made of the following or approved equal: Valve cages shall be of copper alloy, springs and screws of stainless steel, and spindles and cones of suitable engineering polymer. Spring loaded valves shall be self flushing and fast opening and closing.

They shall be easily detached and removed from the case.

Valve assemblies utilizing gates are acceptable if the manufacturer can assure an accuracy level of at least 97% at changeover.

Register Housings: The register housing shall be constructed of (a suitable engineering polymer) (bronze) and provide full protection of the register assembly. Register assemblies shall be secured to the main case in a tamper resistant fashion to prohibit unauthorized removal. Seal screws, tamperproof screws, or locking devices are acceptable.

Measuring Unit Assemblies: Measuring chambers and cages shall be bronze or suitable engineering polymer. They shall be easily detached and removed from the case. Rotor spindles shall be of tungsten carbide steel supported by PTFE or graphite radial bearings. Replaceable thrust bearings shall be provided. The main line and bypass chambers shall be interchangeable in all meters of the same size and model. Intermediate gear trains shall be made of non corrosive materials or synthetic polymer. The bypass chamber assemblies shall be positive displacement type and shall not be cast as part of the outer case.

Strainers: Meters shall be provided with separate external bronze case strainers of the stainless steel plate type on 2"- 6" sizes and cast iron on 8" sizes. They shall be rigid, easily removable, and have an effective straining area at least double that of the meter main case. Strainer connections shall conform to the main case and shall be accompanied by gaskets, bolts and nuts.

Connections and Companion Flanges: Main case connections shall be as shown in Table 4 of the AWWA Standard and shall be accompanied by companion flanges, gaskets, bolts and nuts of the same size as shown in Table 4 of the AWWA Standard.

Laying Length: The laying length of the meter and/ or strainer assembly shall be as follows:

Meter Size	Meter	Strainer
2"	17"	5"
3"	17"	6"

4"	20"	7-1/2"
6"	24"	9"
8"	34-1/2"	9"

Warranties: All meters shall carry the following published warranties:

Meters shall be guaranteed to be free from defects in materials and workmanship and to meet AWWA New Meter Accuracy Standards for five (5) years from date of purchase.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

1.4 Absolute Encoder Type Registers for Positive Displacement, Compound and Turbine Meters

General Description: Registers furnished under these specifications shall be the product of a manufacturer with at least ten (IO) years experience in the absolute encoder-based remote metering systems. The registers shall have the capability of providing encoded meter information as described in the enclosed specification.

Specifications for the required cold water meters can be found in separate specifications.

Registers: Registers shall be of the absolute encoder type and permanently sealed in a vacuum purged or dry nitrogen gas filled copper or stainless steel can. Systems utilizing generator pulses or low voltage conversions are not acceptable under this standard. Similar size, type and registration of registers shall be interchangeable. Registers shall be equipped with low flow indicators and face plates must be stamped with date of manufacture and serial identity number. Registers shall read in (Cubic Feet).

Upon inquiry from a remote location, the absolute encoder register shall disclose the exact position of the four or six most prominent number rollers as well as the electronic identity number of the register without the use of internal power. All power necessary for data transmission shall be supplied from the interrogation device. All registers shall be compatible with various brands of interrogation equipment.

All registers shall employ a device to offer a "quick transfer" of the roller bank assembly to prevent ambiguous readings.

All registers shall be easily upgraded to Automatic Meter Reading (AMR) which includes, Telephone, Radio, Cable, etc. with the substitution of the remote receptacle with a Meter Interface Unit (MIU).

AMR: Automatic Meter Reading Systems and hand-held interrogation devices shall be covered further in the specification.

Data transmission shall be instantaneous and supplied in an ASCII format without conversion or modification. The register must operate reliably down to at least 3.0 volts.

Color coded wire terminals (red, green and black) shall be provided, however, only the red and black terminals will be utilized for a two wire connection to the interface ScanPad. The green terminal shall only be utilized to convert to AMR via the use of a Meter Interface Unit. A suitable wire terminal cover shall be provided and be factory potted when ordered for underground pit installations.

All registers must be removable without disassembly of meter or depressurizing the service line. Register must be free of openings to protect the internal electronics of the register.

Lens covers shall be made of polycarbonate or other suitable engineering polymer for indoor installations and mineral glass for underground pit installations. All other register assembly and material requirements stated herein shall also apply

Warranties: All encoded registers shall be free from defects in materials and workmanship for a period of eighteen (18) months from the date of shipment, or twelve (12) months after installation, whichever occurs first. In addition, the registers and pads supplied with the meters are guaranteed to perform accurately from the date of shipment for the following time periods:

METER MODEL	PLASTIC LENS ENCODER	GLASS LENS ENCODER	PADS
PD Meters	10 years	10 years	10 years
Turbine	5 years	5 years	5 years
Compound	5 years	5 years	5 years

Bidders shall also submit an exchange/repair program for meter maintenance starting the 16th year and continuing through the 20th year of service, from the date of purchase.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Bid Specification

Water Meters

1.5 FIRE SERVICE COMPOUND ASSEMBLY

Application:	Cold water measurement of flow in one direction.
Maximum Operating Pressure:	175 psi (1026 kPa)
Register:	Direct reading, center sweep, rollsealed, magnetic drive with low flow indicator.
Measuring Chamber:	AWWA Class II Turbine, Hydrodynamically balanced rotor, Nutating disc.
Measure:	Cubic Feet

All meters shall AWWA C703 Specifications for Fire Service Compound Assembly.

METER (ALL SIZES) WARRANTY:

Registers are guaranteed for a ten year period from date of purchase. Any defective register will be replaced at no charge to the City.

Brass maincases are guaranteed for life by the manufacturer. Any defective maincase will be replaced at no cost to City.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Bid Specification

Water Meters

2. COMPANION FLANGES & COUPLINGS

Companion flanges shall be bronze or cast iron. Couplings shall be bronze, straight or bent.

STRAINERS

Body Type:	
2" through 6"	Cast bronze body
8" through 10"	Epoxy coated Cast Iron
12", 16" & 20"	Epoxy coated Steel
Screen:	Perforated 18-8 Stainless Steel Plate.
Bolts:	
2"	Elliptical two-bolt flanged connections.
3" & Up	Round flanged connections. Cover bolts shall be made of 8-8 stainless steel Bolt and flange dimensions shall be in compliance with meter connection specifications ontained in ANSI/AWWA C701-78 or latest revision.

Strainer cover castings shall be equipped with a vent screw to remove trapped air at installation.

Head loss through the strainer shall not exceed 3.0 psi at maximum meter flow rates specified in ANSI/AWWA C701-78 or latest revision.

All meters furnished shall conform to the "Standard Specifications for Cold Water Meters" C700, latest revision issued by AWWA or as otherwise stated.

Delivery: Delivery shall be made FOB to Department of Public Works, 680 Peverly Hill Road, Portsmouth, NH 03801. No added freight or handling charges will be allowed.

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Bid Proposal Form

Water Meters

Supply and deliver, in accordance with specifications and FOB the delivery locations, the following:

1.1 Positive Displacement

5/8" x 3/4"	4 Digit	$_____/each
3/4"	4 Digit	$_____/each
1"	4 Digit	$_____/each
1 1/2"	4 Digit	$_____/each
2"	4 Digit	$_____/each

1.2 Turbine

1 ½"	4 Digit	$_____/each
2"	4 Digit	$_____/each
3"	4 Digit	$ _____/each
4"	4 Digit	$ _____/each
6"	4 Digit	$ _____/each
8"	4 Digit	$_____/each
10"	4 Digit	$_____/each
12"	4 Digit	$_____/each

1.3 Compound

2"	4 Digit	$_____/each
3"	4 Digit	$_____/each
4"	4 Digit	$_____/each

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Bid Proposal Form

Water Meters

1.3 Compound (continued)

6”	4 Digit	$_____/each
8”	4 Digit	$_____/each

1.4 Absolute Encorder $_____/each

1.5 Fire Service Compound Assembly

2”	4 Digit	$_____/each
4”	4 Digit	$_____/each
6”	4 Digit	$_____/each
8”	4 Digit	$_____/each
10”	4 Digit	$_____/each

2. COMPANION FLANGES & COUPLINGS

5/8”	COUPLINGS – STRAIGHT	$_____/each
3/4”	COUPLINGS – STRAIGHT1	$_____/each
1”	COUPLINGS – STRAIGHT	$_____/each
3/4”	COUPLINGS - BENT	$_____/each
1”	COUPLINGS - BENT	$_____/each
1 1/2”	COUPLINGS - BRONZE	$ _____/each
2”	COUPLINGS - BRONZE	$ _____/each
1 1/2”	FLANGES - CI	$_____/each
1 1/2”	FLANGES - BRONZE	$ _____/each
2”	FLANGES - CI	$ _____/each

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE

Bid Proposal Form

Water Meters

COMPANION FLANGES & COUPLINGS (Continued)

2”	FLANGES - BRONZE	$_____/each
3”	FLANGES - CI	$ _____/each
3”	FLANGES - BRONZE	$ _____/each
4”	FLANGES - CI	$_____/each
4”	FLANGES - BRONZE	$_____/each
6”	FLANGES - CI	$_____/each
6”	FLANGES - BRONZE	$_____/each
8”	FLANGES - CI	$_____/each
10”	FLANGES - CI	$_____/each

STRAINERS

2"	CAST BRONZE	$_____/each
3"	CAST BRONZE	$_____/each
4"	CAST BRONZE	$_____/each
5”	CAST BRONZE	$_____/each
6"	CAST BRONZE	$_____/each
8"	EPOXY COATED CAST IRON	$_____/each
9”	EPOXY COATED CAST IRON	$_____/each
10”	EPOXY COATED CAST IRON	$_____/each
12”	EPOXY COATED STEEL	$_____/each
16”	EPOXY COATED STEEL	$_____/each
20”	EPOXY COATED STEEL	$_____/each

COMPANION FLANGES & COUPLINGS (Continued)

SCREEN:		$_____/each
BOLTS:		
2”	Elliptical two-bolt flanged	$ _____/each
3” & up	Round Flanged Connections	$_____/each

CITY OF PORTSMOUTH
PORTSMOUTH, NEW HAMPSHIRE
Water Meters

BID PROPOSAL FORM

The undersigned agrees that he/she on behalf of Bidder has read the bid proposal documents, instruction to bidders, and bid specifications, and agrees to the terms and conditions set forth herein. The Bidder specifically understands that the City is under no obligation to purchase a particular quantity of the products listed. Bidder also understands that bid prices shall include delivery FOB to the address identified in the bid documents.

Bidder further agrees that this bid is not made jointly or in conjunction, cooperation or collusion with any person, firm, corporation or other legal entity.

Bidder agrees no officer, agent or employee of the Owner is directly or indirectly interested in this Bid.

Submitted by Authorized Agent:

_____
(Print Name & Title)

Signature: _____

Date: _____

Company: _____

Address: _____

City/State/Zip: _____

Telephone: _____

Fax: _____

STATEMENT OF BIDDER'S QUALIFICATIONS

All questions must be answered and the data given must be clear and comprehensive. This statement must be notarized. Add separate sheets if necessary. **This statement to be submitted with Bid.**

1. Name of Bidder

2. Permanent Main Office Address

3. Form of Entity

4. When Organized

5. Where Organized

6. How many years have you been in business under your present name; also state names and dates of previous firm names, if any.

7. Have you ever defaulted on a contract?
_____(no)_____(yes). If so, where and why?

Dated at _____ this _____ day of _____, 20___.

_____
Name of Bidder

BY_____

TITLE_____

State of_____

County of_____

_____being duly sworn, deposes and

says that the bidder is _____of_____
(Name of Organization)

STATEMENT OF BIDDER'S QUALIFICATIONS (continued)

and answers to the foregoing questions and all statements contained therein are true and correct.

Sworn to before me this ____day of _____, 20__.

_____
Notary of Public

My Commission expires_____

The City's Purchasing Department is trying to determine the most efficient means of advertising our bids. Please help us by taking a moment to answer the following questions. We appreciate your assistance. Please circle your answers.

1. ***How did you learn of this bid?***
    a. ***City's web-page***
    b. ***Portsmouth Herald***
    c. ***Word of mouth***
    d. ***Other means of advertising i.e., Works In Progress, Construction Summary, etc.***
    e. ***Bid Invitation through the mail.***

2. ***How did you obtain the actual bid document?***
    a. ***City's web-page***
    b. ***Through the mail***
    c. ***By contacting the Purchasing Clerk.***

A vendor is under no obligation to submit this page with his/her proposal, but it would be greatly appreciated. Thank you in advance for your assistance.