

REQUESTS FOR BIDS

2023-24 WATER TREATMENT PLANT CHEMICALS

(THIS IS NOT AN ORDER)

CITY OF GREAT FALLS
GREAT FALLS, MONTANA

Sealed bids will be received by the City of Great Falls at the office of the City Clerk, at the Finance office Window, Room 104, #2 Park Drive South, Great Falls, MT 59401, or P.O. Box 5021, Great Falls MT 59403, until 10:00 AM., Wednesday, JUNE 7, 2023. Bids will then be opened at 10:00 AM, JUNE 7, 2023 in the Rainbow Room located in the Civic Center.

BIDDER'S CHECKLIST

___1) Mark the lower left corner of your envelope as follows:

BID: 2023-24 WATER TREATMENT PLANT CHEMICALS
OPEN: WEDNESDAY, JUNE 7, 2023 @ 10:00 AM.

___2) Quote all prices F.O.B., Great Falls, Montana.

___3) Complete and return, with your bid signed and notarized. **Faxed copies will not be accepted.**

___4) Affidavit of Non-Collusion, complete and return, with your bid signed and notarized. **Faxed copies will not be accepted.**

___4) Enclose a bid security in an amount equal to 10% of the total amount bid. **Faxed copies will not be accepted.**

GENERAL INFORMATION

Specifications are available free of charge at the City of Great Falls, City Clerk, Civic Center, #2 Park Drive South, Room 204, Great Falls, MT 59401, or on the City of Great Falls' website at <https://greatfallsmt.net> under "Business & Development – Bids and RFPs". Any questions concerning the interpretation of the attached specifications may be directed to: Water Plant Manager, P.O. Box 5021, Great Falls MT 59403 or (406)727-1325.

Upon opening, all bids meeting the requirements stated herein will be taken under advisement and a recommendation to the City Commission will be prepared by City Staff. The recommendation will be submitted to the City Commission at a regular meeting, and all bidders will be notified upon acceptance of the recommendation.

In our continuing effort to insure that our bidding process is competitive, equitable and efficient, we are asking for your help. If you do not plan to submit a bid, please let us know the reason before the opening date. We thank you for your cooperation and for your interest in the City of Great Falls.

NO BID WILL BE CONSIDERED UNLESS IT HAS BEEN SIGNED AND NOTARIZED

CITY OF GREAT FALLS
INFORMATION FOR BIDDERS AND SPECIFICATIONS FOR
2023-24 Water Treatment Plant Chemicals

1.0 INFORMATION FOR BIDDERS

- 1.1 Bids: All bids shall be made on the attached forms provided by the City of Great Falls (City). All bids shall be legibly written in ink.
- 1.2 Delivery of Bid: Each bid must be signed and submitted in a sealed envelope. Envelope containing bid shall be addressed to the City Clerk, PO Box 5021, Great Falls, MT, 59403 and plainly marked on the outside with the statement, "2023-24 Water Treatment Plant Chemicals." Signed and sealed bids are due no later than **10:00 AM, Wednesday, JUNE 7, 2023**. Bids will be opened in the Civic Center Rainbow Room at 10:00 AM, Wednesday, June 7, 2023.
- 1.3 Bid and Performance Guarantee: Bids must be accompanied by a cashier's check, certified check, or bank money order and issued by a national banking association located in the State of Montana, or by any banking corporation incorporated in the State of Montana; or by a bid bond or bonds executed by the Surety Corporation authorized to do business in the State of Montana in the amount of ten percent (10%) of the amount of the bid as a guarantee that the successful bidder will satisfy all requirements of the bid. Upon the successful bidder's satisfactory performance of the terms and conditions of the bid, the guarantee will be returned to bidder.
- 1.4 Rejection of Bid: The City of Great Falls reserves the right to reject any and all bid or to accept any bid deemed to be in the best interest of the City of Great Falls

BID FOR 2023-2024 WATER TREATMENT PLANT CHEMICALS

The undersigned bidder having examined the specifications for bid hereby proposes:

[] to provide, or [] not to provide, an estimated 100 tons of liquid ammonium sulfate (LAS)

[] to provide, or [] not to provide, an estimated 800 tons of liquid aluminum sulfate

[] to provide, or [] not to provide, an estimated 80 tons of liquid Chlorine

to the City of Great Falls, Montana, complete in accordance with the information for bidders and specifications on file in the office of the City of Great Falls, Water Treatment Plant, 1301 Lower River Road S, Great Falls, MT 59405, for the prices quoted in this bid.

The undersigned bidder further agrees that the only persons or parties interested in this bid are in all respects fair and without fraud; that it is made without collusion with any officials or employees of the City of Great Falls, and that the bid is made without any connection or collusion with any person making another bid.

Enclosed herewith is a _____ as a bid and performance guarantee, in the amount of ten percent of bid _____, or Dollars, (\$) _____ which the undersigned agrees is to be forfeited to and become the property of the City of Great Falls as liquidated damages, should this bid be accepted by the City of Great Falls and awarded to bidder and bidder fails to supply the materials in the form prescribed, but otherwise the bid and performance guarantee shall be returned to the undersigned upon satisfying the terms of this Bid and Information for Bidders and Specifications for 2022-2023 Water Treatment Plant Chemicals.

The undersigned bidder further agrees that, pursuant to Mont. Code Ann. 18-1-102, the City is required to provide purchasing preferences to resident Montana vendors and/or for products made in Montana against the bid of a nonresident if the state of the nonresident enforces a preference for residents.

In submitting this bid, it is understood that the City of Great Falls reserves the right to reject any and all bids, to delete certain items, and to postpone award for a reasonable time. The undersigned bidder certifies that he understands and accepts the manner of payment of the cost of materials for this bid item.

The undersigned bidder certifies that he has received and duly considered the following Addenda to the specifications:

Addenda: No. _____ . Dated _____
Addenda: No. _____ . Dated _____

Submitted by: _____
(Name of Company)

Authorized signature: _____

Address: _____

Telephone: _____

Dated this ____ day of _____, 2022.