



Request For Proposal

1. Introduction

The County of Carroll, NH proposes to engage the services of a company that can supply and install a replacement of our existing Loading Dock Leveler (See Detailed Requirements in par. 6).

2. Submission Details

A completed proposal shall be submitted before **4:00 pm, Thursday June 25, 2020**. (See details below)

Each proposer must submit one (1) original, and five (5) copies of their proposal.

The County reserves the right to cancel this Request for Proposal for any reason without any liability to any proponent or to waive irregularities at their own discretion.

Proposals may be withdrawn by written notice only provided such notice is received at the Carroll County Business Office prior to the date/time set as the closing time for receiving proposals.

Any interpretation of, additions to, deletions from, or any other corrections to the Proposal document, will be issued as written addenda by the County of Carroll.

Proposals will be evaluated post bid opening by the Carroll County Director of Facilities, and bid recommendation (if any) will be made upon satisfactory submission of bid, and possible interviews to determine and clarify the experience and responsibility of the proposer. The Director will make a recommendation to the Carroll County Commissioners, who will make the final decision to select the contractor.

Carroll County reserves the right to accept or reject any and all bids for any reason, and award bids deemed most advantageous to the County.

Except as expressly and specifically permitted in these instructions, no proponent shall have any claim for any compensation of any kind whatsoever, as a result of participating in the RFP, and by submitting a proposal each proponent shall be deemed to have agreed that it has no claim.

3. Inquiries

Clarifications of terms and conditions of the proposal, as well as requests for existing details, and scheduling of *mandatory* site visit for all submitting vendors shall be directed to:

Bob Murray
Director of Maintenance, Carroll County Facilities
93 Water Village Rd
Ossipee, NH 03864
603-297-4431 O
603-387-1289 C
bmurray@mtnviewnh.org

4. Project Schedule

The project start date shall be determined after the notification of the award. However, it is anticipated to be prompt.

5. Working Agreement

The successful proponent will enter into a contract for the purchase with the County based upon the information contained in this request for proposal and the successful proponent's submission and any modifications thereto.

6. Detailed Requirements

Proposals shall be evaluated to determine the best value offered to the County against conformance to the following criteria:

Scope of Work:

- Contractor shall remove existing loading dock leveler and Carroll County shall retain unit for useable parts and scrap metal.
- Installing contractor shall supply and install one:
DLM Mechanical Leveler, Model #7630-16, and any necessary modifications to existing cavity to accept new unit.
Installing contractor shall be responsible for any and all shipping, transportation, and delivery costs of the new unit to the site of install.
- Installing contractor shall provide a minimum one-year warranty of product and installation.
- Installing contractor shall agree to inspect the installation in the twelfth month of warranty, and service/adjust/repair as necessary, under the terms of the warranty.

7. Bid Submission Details

Please mail, courier, or hand deliver proposals (emailed or faxed proposals will be rejected) to:

Carroll County Commissioners, c/o Mellisa Seamans
Attn: MVC Loading Dock Leveler Bid
95 Water Village Rd. Box 1
Ossipee, NH 03864
603-539-7751 phone
603-539-4287
mseamans@carrollcountynh.net

Proposals must be *received* no later than **4:00 pm, Thursday June 25, 2020**

