



SOUTH SUBURBAN COLLEGE

15800 S. State St.
South Holland, IL
60473-1200
(708) 596-2000

Board of Trustees

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College President

*Our Mission Is
to **Serve** our
Students and
the **Community**
Through Lifelong
Learning.*

REQUEST FOR BID CUSTODIAL SUPPLIES

April 15, 2013

Please quote us your net cost on the following: custodial supplies. Sealed bids will be received up to the hour of 10:00 AM on May 7, 2013, in room 2115. Bids will be opened at that time in the President's Conference Room, 15800 South State Street, South Holland, Illinois. This is a public bid opening.


Don Manning
President

BID CONDITIONS

- a. Only sealed bids will be accepted. **The envelope must be clearly marked to indicate it contains a bid, as well as the bid title and opening date and should be sent separately from samples.** Facsimiles will not be accepted. The results of the bid will be posted on line at www.ssc.edu/purchasing after the bid is awarded. We estimate, but do not guarantee, the bid(s) will be awarded at the June 13, 2013 Board of Trustees meeting.
- b. Bid prices must be good for 1 year.
- c. The College reserves the right to reject any and all bids and retains the right to waive any and all bid formalities.
- d. The responsibility of the Bidders will be considered in making awards.
- e. Bids must include delivery and/or freight charges.

VENDOR CONDITIONS

- a. Deliveries must be made as follows: Poly-liners ½ delivered as soon as possible after the bid is awarded, balance to be delivered in January; paper products ¼ shipment as soon as possible after the bid is awarded, balance in ¼ increments every 3 months there after. Chemicals ship ½ as soon as possible after the bid is awarded, balance as requested. Ice Melt 200 bags to be delivered on December 2, 2013, 200 bags to be delivered on January 3, 2014 with balance due on February 7, 2014. Please call at least 24 hours prior to delivery.
- b. The contract may be terminated by the College in its sole discretion in the event the contractor fails to provide appropriate materials, or for any other material breach of these bid terms and specifications.

SPECIAL CONDITIONS

- a. Substitutions: The vendor may bid substitute items, unless otherwise specified. If a substitute item is bid, **the bid must indicate substitutes** and samples of that item must be received prior to the bid opening. The College reserves the right to judge comparability of materials and/or service.
- b. Samples are required on all poly-liners and paper products. **All samples must be in our possession at or before the time of the bid opening for bid to be considered.**

VENDOR CERTIFICATIONS

- a. Vendor is not barred from bidding on this project as a result of a violation of either 720 ILCS 5/33E-3 (bid rigging) or 720 ILCS 5/34E-4 (bid rotating).
- b. Vendor agrees to comply with all related applicable state and federal laws in the performance of this contract.
- c. Vendor agrees to comply with all related laws and regulations including S 6.1 of Public Contracts Section of Rules and Regulation of the Illinois Department of Human Rights.

COMPANY HISTORY AND REFERENCES

- a. How many years has your company been in business under your current name? _____

- b. Has your company done any previous work for the College within the last five years? _____
If so, when? _____

- c. List three references for which you have provided similar materials:
 - 1. _____
 company contact person phone

 - 2. _____
 company contact person phone

 - 3. _____
 company contact person phone

PAYMENT PROCEDURES

- a. Invoices should be mailed to Business and Accounting Services, SOUTH SUBURBAN COLLEGE, 15800 S. State Street, South Holland, Illinois 60473 and must be approved by the Board of Trustees.

- b. Payment will be approved upon satisfactory delivery of goods, as determined by the college.

- c. Payments are generally transmitted within four to six weeks after the College receives an invoice.

QUESTIONS

- a. Questions regarding the bid process should be directed to Laurie Czulno, (708) 210-5757.

- b. Questions regarding the specifications for custodial supplies should be directed to Mike Garth, (708) 596-2000 ext. 2484.

SPECIFICATIONS

Description	Qty.	Unit Price	Total Cost
<u>POLY-LINERS</u>			
Poly-liner 20x13x39 250 p/cs low density only thickness .7 mil	300 cs	\$ _____	\$ _____
Poly-liner 23x20x47 100 p/cs low density only black or gray thickness .85 mil	300 cs	\$ _____	\$ _____
Rubbermaid #5008, 200 p/cs Gray, heavy duty tuffmade	40 cs	\$ _____	\$ _____

PAPER PRODUCTS

Kraft multi-fold towels #1787 4,000 p/cs	200 cs	\$ _____	\$ _____
Jumbo Jr.toilet tissue, 2 - ply 3.8" x 1000' p/roll 12 p/cs	700 cs	\$ _____	\$ _____
Natural Roll Towels 350' p/roll 8" wide 12 p/cs #6085K	150 cs	\$ _____	\$ _____
Natural Roll Towels Ecosoft 800' p/roll 8" wide 6 p/cs	300 cs	\$ _____	\$ _____

CHEMICALS

Spartan Consume 55 gal. drum w/pumps for each drum NO SUBSTITUTES	1 dr	\$ _____	\$ _____
Nyco Balance EC Neutral Floor cleaner 55 gal. drum, w/pump for each drum	2 dr	\$ _____	\$ _____

Micro-Tech floor finish 3 dr \$ _____ \$ _____

Lotionized hand soap
w/antibacterial agent PCMX
55 gal. drum w/pump for
each drum **unscented** 2 dr \$ _____ \$ _____

Krystal Clean scented urinal
Screens 100 dz \$ _____ \$ _____

ICE MELT

Mountain Organic Ice Melt
45 pound bags 700 bgs \$ _____ \$ _____
NO SUBSTITUTES

Bidders are advised to review all conditions, requirements, quantities and descriptions set forth in the bid specifications prior to submitting their bids to ensure that all bids have been verified for completeness and accuracy.

The College will strictly enforce compliance with the terms of all bids accepted by the College.

COMPANY: _____

ADDRESS: _____

CITY/STATE/ZIP: _____

SIGNATURE: _____

NAME: _____
(please print)

PHONE: _____

FAX: _____