



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 Purchase of Carpet and Carpeting Supplies

December 12, 2018

Please quote us your net cost on the following:
purchase of carpet and carpeting supplies. Sealed
bids will be received up to the hour of 10:00 AM on
January 9, 2019, 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.

Martin Lareau
Vice President
Administration

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 sent to the attention of Purchasing.** 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 February 14, 2019 Board of Trustees meeting.
- b. Bids must be good for 60 calendar days.
- 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. All deliveries must be made within 30 days of award.
- 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 not bid substitute items.**

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 whom 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 the carpeting and supplies, should be directed to Justin Papp, (708) 210-5727.

SPECIFICATIONS

	Bid Price (unit)	Bid Price (total)
1. Shaw Contract 24x24 carpet tile		
Style: Transparent 59563		
Color: 62486 Blue Moon		
Amount: 2,100 sy.	\$ _____ sy.	\$ _____
2. VPI 4" Vinyl Cove		
Color: 86 Tudor Gray		
Amount: 8,760 lf.	\$ _____ lf.	\$ _____

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: _____

SIGNATURE: _____

NAME: _____
(please print)

PHONE: _____

FAX: _____ EMAIL: _____