

# BID SOLICITATION



City of Chattanooga  
101 East 11th Street, Suite G13  
Chattanooga TN 37402

**BID OPENING DATE AND TIME:**  
05/28/2008 2:00 PM  
**BID NUMBER: B0005217**

**SEALED BIDS**  
Mail or submit two (2) signed copies of bid form to this office in the enclosed envelope. Retain one copy for your file.

BUYER: Hipp, Geoffrey  
PHONE #: (423) 757 - 4758 ext.  
DELIVERY REQUIRED: 05/28/2008 2:00 PM

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City of Chattanooga  
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Item	Class-Item	Quantity	Unit	Unit Price	Total
	Requisition No.: R0109573 Ordering Dept.: Moccasin Bend Buyer: Geoffrey Hipp 423-757-4758 ***** ITEMS TO BE PURCHASED: Envirex Sprockets & Bearings ***** ATTACHMENTS: - Affirmative Action Plan - Standard Terms and Conditions: ( <a href="http://www.chattanooga.gov/Finance/66_StandardTermsandConditions.htm">http://www.chattanooga.gov/Finance/66_StandardTermsandConditions.htm</a> or call for copy) ***** * ***** *** BIDS MUST BE RECEIVED NO LATER THAN *** ***** 2:00 PM ON MAY 28, 2008 ***** ***** * ***** PLEASE SUBMIT BIDS IN DUPLICATE * ALL FREIGHT CHARGES ARE INCLUDED IN BID PRICES UNLESS OTHERWISE NOTED. ***** NOTE: All bids received are subject to the terms and conditions contained herein and as listed in the above referenced website. The undersigned Bidder acknowledges having received, reviewed, and agrees to be bound to these terms and conditions, unless specific written exceptions are otherwise stated.				

NOTE: ALL BIDS RECEIVED ARE SUBJECT TO THE TERMS AND CONDITIONS.

ALL BIDS MUST BE SIGNED: The undersigned offers the above quoted prices under the conditions contained herein.

The City is Exempt from all Federal and State Tax.  
Bids will be received at the above mentioned address.

COMPANY: \_\_\_\_\_

TERMS OF PAYMENT: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

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Item	Class-Item	Quantity	Unit	Unit Price	Total
	<p>Any manufacturer's names, trade names, brand names, or catalog numbers used in the specifications are for the purpose of describing and establishing general quality levels. Such references are not intended to be restrictive. Bids will be considered for any brand which meets or exceeds the quality of the specifications listed for any item.</p> <p>The City of Chattanooga reserves the right to reject any and/or all bids, waive any informalities in the bids received, and to accept any bid which in its opinion may be for the best interest of the city.</p> <p>The City of Chattanooga will be non-discriminatory in the purchase of all goods and services on the basis of race, color, or national origin.</p> <p>***** NOTE *****</p> <p>PLEASE PROVIDE US WITH THE FOLLOWING INFORMATION:</p> <p>Company Name _____</p> <p>Address _____</p> <p>Phone/Toll-Free No. _____</p> <p>Fax No. _____</p> <p>eMail Address _____</p> <p>Contact Person's Name _____</p> <p>Estimated Delivery _____</p> <p>Minority-Owned Business ___ Small Business ___ Veteran ___</p> <p>Minority Woman Owned Business ___ Disabled Veteran ___</p> <p>Women-Owned Business ___</p> <p>***** ALL ITEMS MUST BE QUOTED F.O.B. DESTINATION ****</p>				

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Item	Class-Item	Quantity	Unit	Unit Price	Total
1.0	691-75 Sprocket, Sprocket-NCS720S, 17T, Split, 5.44"B, Assembly, Plain, Bik #603-81165-87	10.00	SET		
2.0	105-84 Bearing Asembly Sleeve, 3.44" Dia., Split, UHMW, 7.00" HUB	10.00	SET		
				<b>TOTAL:</b>	

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COMPANY: \_\_\_\_\_

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TELEPHONE NUMBER: \_\_\_\_\_

NAME AND TITLE: \_\_\_\_\_

## **Affirmative Action Plan**

The City of Chattanooga is an equal opportunity employer and during the performance of this Contract, the Contractor agrees to abide by the equal opportunity goals of the City of Chattanooga as follows:

1. The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, or handicap. The Contractor will take affirmative action to ensure that applicants are employed, and that employees are treated during employment without regard to their race, color, religion, sex, national origin, or handicap. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training including apprenticeship. The Contractor agrees to post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this nondiscrimination clause.
2. The Contractor will, in all solicitations or advertisements for employees placed by or on behalf of the Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, or handicap.
3. The Contractor will send to each labor union or representative of workers with which he/she has a collective bargaining agreement or other contract or understanding, a notice advising said labor union or workers' representatives of the Contractor's commitments under this section, and shall post copies of the notice in conspicuous places available to employees and applicants for employment.
4. In all construction contracts or subcontracts in excess of \$10,000 to be performed for the City of Chattanooga, any contractor and/or subcontractor is further required to file in duplicate within ten (10) days of being notified that it is the lowest responsible bidder, an affirmative action plan with the EEO Director of the City of Chattanooga. This plan shall state the Contractor's goals for minority and women utilization as a percentage of the work force on this project.
5. This Plan or any attachments thereto shall further provide a list of all employees annotated by job function, race, and sex who are expected to be utilized on this project. This plan or attachment thereto shall further describe the methods by which the Contractor or Subcontractor will utilize to make good faith efforts at providing employment opportunities for minorities and women.

During the term of this contract, the Contractor upon request of the City, will make available for inspection by the City of Chattanooga copies of all payroll records, personnel documents and similar records or documents that may be used to verify the Contractor's compliance with these Equal Opportunity provisions.

6. The Contractor will include the portion of the sentence immediately preceding paragraph 1 and the provisions of paragraph 1 through 6 in every subcontract so that such provisions will be requested of each subcontractor. The Contractor agrees to notify the City of Chattanooga of any subcontractor who refuses or fails to comply with these equal

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(Signature of Contractor)

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(Title and Name of Company)

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(Date)