



TOWN OF RIVERHEAD

Timothy Hubbard, Supervisor

200 Howell Avenue

Riverhead, New York 11901-2596

631-727-3200

BID FOR: POLICE UNIFORM ITEMS

BID #2024-19

BIDDERS NAME

BIDDERS ADDRESS

CITY, STATE, ZIP

(_____)
PHONE NUMBER

EMAIL ADDRESS

In compliance with your advertisement for bids to be opened on **June 13, 2024** and subject to all conditions thereof, the undersigned hereby proposes to furnish the item(s) and/or service(s) itemized in this proposal in accordance with the Notice to Bidders, General Information Agreement and Specifications contained herein on the Bid Proposal Form attached.

Bidder certifies that the prices quoted herein do not include Federal Excise Tax or any Federal, New York State or City Sales Tax and are not higher than prices charged to any governmental or commercial consumer for like merchandise and/or service; and all prices include shipping and freight charges to any Municipal building or site within the Town of Riverhead.

Respectfully submitted,

Signature

Printed Name/Title

Date

THIS PAGE MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID

**TOWN OF RIVERHEAD
NOTICE TO BIDDERS**

Sealed bids for **POLICE UNIFORM ITEMS** will be received by the Town Clerk of the Town of Riverhead at Town Hall, 200 Howell Avenue, Riverhead, New York, 11901, until **11:00 a.m.** on **June 13, 2024**, at which time all bids received shall be opened and read aloud.

Bid Specifications and/or Plans may be obtained by visiting the Town of Riverhead website at [**www.townofriverheadny.gov**](http://www.townofriverheadny.gov) **on or after May 30, 2024**. Click on “Bid Requests” and follow the instructions to register.

**BY ORDER OF THE TOWN BOARD
OF THE TOWN OF RIVERHEAD**

DIANE M. WILHELM, TOWN CLERK

TOWN OF RIVERHEAD BID SPECIFICATION

GENERAL SPECIFICATIONS

Bidders shall be responsible to carefully examine the Specifications enclosed.

Bidders shall furnish their price as called for on the Bid Proposal Sheet(s) attached.

Alternates or equal of superior design and/or quality shall be listed separately and a Manufacturer's Specification Sheet shall be submitted with a bid. Failure to submit such data may result in the disallowing of said bid.

All things not expressly mentioned in these specifications, but involved in carrying out their intent are required by these Specifications; and the vendor shall perform the same as though they were specifically mentioned, described and delineated.

COMPLIANCE WITH RULES AND REGULATIONS

The unit and associated equipment furnished shall comply with all provisions which would be applicable, if the Town of Riverhead were a private corporation of Federal and State of New York Laws, Ordinances, Codes, Rules, Regulations, Orders, Permits and Licenses and with fire underwriters requirement, except that where the weight and dimensions requirements set forth herein exceed such provisions, these Specifications shall control.

DEVIATION

Minor deviations from the provisions of these Specifications will be considered to permit manufacturers to follow their standard manufacturing process.

Such deviations will be approved, however, only in the sole discretion of the Town of Riverhead and only if in its opinion they do not adversely affect the operation, maintenance, strength, efficiency, effectiveness, or life of the unit or any of its parts.

All proposed minor deviations, with full details, must be listed on a separate Detail Sheet, which must be attached to and made part of this bid.

The Town of Riverhead reserves the absolute right in its sole discretion to accept that bid, if any, which under all circumstances will best serve the public interest.

PRICES

If a like or lower quantity of a standard item contained in this bid is sold by a vendor at a price less than the prices quoted herein, the price to the Town of Riverhead shall be reduced to that lower price.

Vendor's Name _____

QUANTITY

The Town of Riverhead is in no way obligated to purchase quantities neither shown nor limited to said quantities listed.

CONTRACT PERIOD

The Contract Period shall be effective for a period of **ONE YEAR FROM DATE OF AWARD**. At the end of the contract period, the contract may be extended, not to exceed two (2) extensions for a one (1) year period each) upon the same terms and conditions at the sole discretion of the Town of Riverhead and with the consent of the vendor or vendors. The Town also reserves the right to cancel this contract at any time without notice.

RESERVATIONS

The mention in the specifications of any unit, component, or equipment by brand name and/or model is meant to convey to the potential bidder the type and quality of the product required and desired by the town. Any unit, component, or equipment which is of equal type and quality may be considered as such and may be acceptable to the town, upon agreement by the Town Board to that fact. The decision of the Town Board, however, in such a circumstance is final.

Furthermore, the Town Board of the Town of Riverhead reserves the right and responsibility to reject any or all bids if they believe such action to be in the best interest of the Town.

FUEL SURCHARGES

The Town of Riverhead will not pay any type of fuel surcharge. Any fuel charges added will be deleted from any payments made to the vendor.

The bidder shall also upon request file certification from each manufacturer relative to authorization, representation, delivery, service, warranties and guarantees for each product bid.

THE TOWN OF RIVERHEAD SHALL NOT BE RESPONSIBLE FOR ANY RESTOCKING FEES AND/OR CHARGES.

PURCHASE ORDERS MUST BE FILLED WITHIN 45 DAYS AFTER RECEIPT OF SAME.

Vendor's Name _____

BID SPECIFICATIONS / PROPOSAL / ACCEPTANCE SHEET

MUST BE COMPLETED, SIGNED, AND RETURNED WITH BID

INQUIRIES

Questions pertaining to this Bid should be directed in writing at least 5 business days before the bid opening date to the Town of Riverhead Purchasing Agent at baldinucci@townofriverheadny.gov . Telephone inquiries will not be accepted.

I/WE FULLY UNDERSTAND THAT THE ACCEPTANCE OF THIS BID IS SUBJECT TO THE PROVISIONS OF SECTION 103A AND 103B OF THE GENERAL MUNICIPAL LAW.

NAME OF AGENT/DEALER

ADDRESS

CITY, STATE, ZIP CODE

CONTACT PERSON (PRINT PLEASE)

PHONE NUMBER

EMAIL ADDRESS

DATE

SIGNATURE OF DEALER/AGENT

Pricing per unit:

All pants prices must include hemming.

Item #1: CX360 Female Covert Cargo Pants Elbeco Style E3454LC \$_____

Item #2: CX360 Male Covert Cargo Pants Elbeco Style E3444R \$_____

All shirt prices must include application of (2) shoulder patches.

Item #3: CX360 Female Long Sleeve Shirt Elbeco Style E3534LC \$_____

Item #4: CX360 Female Short Sleeve Shirt Elbeco Style E3554LC \$_____

Item #5: CX360 Male Long Sleeve Shirt Elbeco Style E3524 \$_____

Item #6: CX360 Male Short Sleeve Shirt Elbeco Style E3544 \$_____

TOTAL AMOUNT OF BID (Items 1-6): \$_____

Vendor's Name _____

GENERAL MUNICIPAL LAW – SECTION 103-d

Non-Collusive Bidding Certificate

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under the penalty of perjury, that to the best of his knowledge and belief:

- (A) The prices in this bid have been arrived at independently without collusion, consultation, communication or agreement, and for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor or potential competitor;
- (B) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder prior to the opening, directly or indirectly to any other bidder, competitor or potential competitor;
- (C) No attempt has been or will be made by the bidder to induce any other person, partnership, or corporation to submit or not to submit a bid for the purpose of restricting competition.

I hereby affirm, under the penalty of perjury, the foregoing statement is true:

Signed by: _____

Title: _____

Date: _____

Affix corporate seal if contractor is a corporation.

Sworn to before me this

_____ day of _____, 20 _____

NOTARY PUBLIC

IRAN DIVESTMENT ACT CERTIFICATION

As a result of the Iran Divestment Act of 2012 (Act), Chapter 1 of the 2012 Laws of New York, a new provision has been added to the State Finance Law (SFL), § 165-a, effective April 12, 2012. Under the Act, the Commissioner of the Office of General Services (OGS) will be developing a list (prohibited entities list) of “persons” who are engaged in “investment activities in Iran” (both are defined terms in the law). Pursuant to SFL § 165-a(3)(b), the initial list is expected to be issued no later than 120 days after the Act’s effective date, at which time it will be posted on the OGS website.

By submitting a bid in response to this solicitation or by assuming the responsibility of a Contract awarded hereunder, Bidder/Contractor (or any assignee) certifies that once the prohibited entities list is posted on the OGS website, it will not utilize on such Contract any subcontractor that is identified on the prohibited entities list.

Additionally, Bidder/Contractor is advised that once the list is posted on the OGS website, any Contractor seeking to renew or extend a Contract or assume the responsibility of a Contract awarded in response to the solicitation, must certify at the time the Contract is renewed, extended or assigned that it is not included on the prohibited entities list.

During the term of the Contract, should the TOWN OF RIVERHEAD receive information that a person is in violation of the above-referenced certification, the TOWN OF RIVERHEAD will offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment which is in violation of the Act within 90 days after the determination of such violation, then the TOWN OF RIVERHEAD shall take such action as may be appropriate including, but not limited to, imposing sanctions, seeking compliance, recovering damages, or declaring the Contractor in default.

The TOWN OF RIVERHEAD reserves the right to reject any bid or request for assignment for an entity that appears on the prohibited entities list prior to the award of a contract, and to pursue a responsibility review with respect to any entity that is awarded a contract and appears on the prohibited entities list after contract award.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

SEXUAL HARASSMENT PREVENTION

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that the bidder has and has implemented a written policy addressing sexual harassment prevention in the workplace and provides annual sexual harassment prevention training to all of its employees. Such policy shall, at a minimum, meet the requirements of §201-G of the Labor Law.

Signature: _____

Print Name: _____

Title: _____

Company Name: _____

Date: _____

Please complete and affix to your sealed bid envelope.



BIDS MUST BE DELIVERED TO THE TOWN CLERK

BIDDER: _____

ADDRESS: _____

BID NAME: POLICE UNIFORM ITEMS

BID OPENING DATE: JUNE 13, 2024

TIME: 11:00AM

BIDS MUST BE DELIVERED TO:

TOWN OF RIVERHEAD

TOWN CLERKS OFFICE

**4 W SECOND STREET
RIVERHEAD, NY 11901**

PRIOR TO 11AM ON JUNE 13, 2024

LATE BIDS WILL NOT BE ACCEPTED FOR ANY REASON