CITY OF CROSSVILLE
REQUEST FOR QUOTATION

IMPORTANT: Read Instructions Carefully

THIS IS NOT AN ORDER
RETURN QUOTATION TO:

City Clerk
City of Crossville
392 North Main Street
Crossville, TN 38555

	Date Issued	Delivery required
CRO # 1391	08/05/16	as needed
For more information call:		To be opened date/hour
Kevin Music 931-484-7631		08/23/16 2:00 p.m.
	Prices to be F.O.B.	
	City of Crossville	

NOTICE TO BIDDER
THIS IS NOT AN ORDER. Please enter unit prices, extensions, and amount for the items listed herein specified. Be sure the specifications are followed. If you are unable to supply any of the items, please quote on the nearest substitute either onthis form, or attach a letter containing such description and it will be considered as part of your quotation. Prices quoted must include all delivery charges to points of delivery indicated hereon. **We reserve the right to accept or reject any or all bids and/or waive technicalities**

Bidder's Name _____
Bidder's Address _____
_____
_____

Please submit a bid for a SIGN PLOTTER W/ACCESSORIES to include the following:

- 54" Cutter
- Stand
- Basket & Five Pinch Rollers
- Blade & Bladeholder
- Full version software
- MUTCD Sign & Font Library with one year automatic updates

Price $_____

PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS

IMPORTANT INSTRUCTIONS TO BIDDERS

1. Each quotation should be in a SEPARATE ENVELOPE and have typed on the envelope the QUOTATION NUMBER, OPENING DATE AND TIME.

2. Specifications used in this request for quotation are intended to be open and non-restrictive. Reference to brand names, catalogs, etc., is to establish minimum standards of quality and does not preclude BUYER'S consideration of bids on comparable quality. All bidders state brand name and catalog number of product bid.

3. All prices quoted should be on a delivered prepaid basis F.O.B. destination shown in the shipping instructions in this request for quotation.

4. Insert time discount terms, if any, in space provided. Discounts is computed from date of delivery at destination or date of receipt of properly executed vendor's invoice at agency indicated above, whichever is later.

5. **TENNESSEE SALES AND/OR USE TAX**: ALL QUOTATIONS MUST BE ON A NET UNIT PRICE BASIS. DO NOT ADD OR INCLUDE TAX, THE AGENCY WILL ADD TAX WHERE APPLICABLE ON THE ORDER.

6. Quotations should be submitted on this form indicating unit price, total extension of each item, and grand total of quotation. In case of error in the extension prices, the unit price will govern.

TIME DISCOUNT ALL ITEMS _____

DELIVERY: We submit the prices and agree to make delivery within _____ days after the receipt of order. This offer is for _____ calendar days from the date this bid is opened.

NOTICE: BID WIL BE REJECTED UNLESS SIGNED IN INK.

SIGNED BY:_____

Print name_____

FIRM:_____

ADDRESS:_____

City_____State____Zip_____

Date:_____Telephone_____

In submitting this bid, it is expressly agreed that upon proper acceptance by the City of Crossville of any or all items bid, a contract shall thereby be created with respect to the items accepted.

IRAN DIVESTMENT ACT

In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all bidders on contracts over $1,000.

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 hereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to T.C.A. § 12-12-106.

I affirm, under the penalties of perjury, this statement to be true and correct.

_____ Date

_____ Signature of Bidder

_____ Company

A bid shall not be considered for award nor shall any award be made where the foregoing certification has not been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. The City of Crossville may award a bid to a bidder who cannot make the certification, on a case-by-case basis, if:

(1) The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or renewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or

(2) The City of Crossville makes a determination that the goods or services are necessary for the City of Crossville to perform its functions and that, absent such an exemption, the political subdivision will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

The City of Crossville provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The City also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Sally Oglesby, City Clerk
Title VI Coordinator

Please sign and return to the City of Crossville verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.

_____ _____
Authorized Signature Company

_____
Print Name

Please return to: City of Crossville
392 N. Main Street
Crossville, TN 38555