

## **TOWN OF GOFFSTOWN Request for Bids**

The Town of Goffstown is soliciting bids to provide approximately 9,100 gallons of #2 Heating Oil and approximately 16,700 gallons of propane beginning August 1, 2015 through June 30, 2016. Full bid specifications and forms can be found on the Town's website [www.goffstown.com](http://www.goffstown.com) under RFP/BIDS or in the Administration Office at Town Hall. Said bids are due no later than **Monday July 20, 2015 at 1:00 PM**. We request a validity period of two (2) working days. Bids shall be submitted on the form(s) furnished, in sealed envelopes, clearly marked with your company's name and address, annotated "Bid – #2 Heating Oil" and "Bid – Propane" and addressed as follows: Town Administrator, Town Hall, 16 Main St., Goffstown, NH 03045. Town of Goffstown reserves the right to reject any and all bids or portions thereof, and to waive any informality in any and all bids in the best interests of the town.

**TOWN OF GOFFSTOWN**

**June 29, 2015**

**INVITATION TO BID – PROPANE**

The Town of Goffstown is soliciting bids to provide propane beginning August 1, 2015 through June 30, 2016. Said bids are due no later than **Monday July 20, 2015 at 1:00 PM**. We request a validity period of two (2) working days. Bids shall be submitted on the form(s) furnished, in sealed envelopes, clearly marked with your company's name and address, annotated "Bid – Propane" and addressed as follows:

**Town Administrator**

Town Hall, 16 Main Street, Goffstown, NH 03045

**REQUIREMENTS:** Bids must include transportation and delivery. No additional fees are to be charged for removal, replacement, set up, or use of vendor's tanks.

**DISCOUNTS:** Please indicate payment term(s)/discount(s) available from bid price(s) in addition to discounts available for prepayment of anticipated annual usage.

**IMPORTANT NOTE:** The Town of Goffstown reserves the right to reject any and all bids, or portions thereof, and to waive any informality in any or all bids, in the best interest of the town. Unit prices are required, as the Town of Goffstown reserves the right to reduce or increase the total number of gallons ordered.

**NO BIDS WILL BE ACCEPTED AFTER THE TIME AND DATE SPECIFIED.** Telephonic or telegraphic (fax) will not be considered. The Town of Goffstown is not responsible for bids not properly marked. Postmarks indicating date of mailing will not be considered as evidence of intent to submit bids in the proper time. In order to be considered all bids must be in conformance and agreement with the Bid Documents and Specifications.

<b>Dept./Location</b>	<b>PROPANE # Tanks/Tank Size/Ownership</b>	<b>Consumption</b>
PARKS & RECREATION 155 So. Mast St.	3/120 Gallons/Vendor	1,400 gallons
POLICE DEPT. 326 Mast Rd.	3/1000 gallons/Vendor	7,000 gallons
216 Perimeter Rd. (Comm. Tower)	1/500 gallons/Vendor	100 gallons
PUBLIC WORKS 404 Elm St.	1/1000 gallons/Vendor	2,000 gallons
GRASMERE TOWN HALL 87 Center St.	2/275 gallons/Vendor	1,500 gallons
TOWN HALL 16 Main St.	2/100 gallons/Town	200 gallons
FIRE STATIONS: #17 – Tirrell Hill Rd.	2/100 gallons/Vendor & 1/500 gallons/Town	3,000 gallons
#18 – 18 Church St.	1/500 gallons/Town	
#19 – 656 Mast Rd.	1/500 gallons/Town	
SEWER PUMP STATIONS: 27 E. Union St.	1/500 gallons/Town	1,500 gallons
10 Moose Club Park Rd.	1/500 gallons/Town	
50 Elm St.	1/500 gallons/Town	
10 Riverview Park Rd.	1/500 gallons/Town	
<b>TOTAL ESTIMATED GALLONS:</b>		<b>16,700 gallons</b>

***Town of Goffstown***

**PROPANE BID FORM**

**August 1, 2015 – June 30, 2016**

**Bid Price Per Gallon**            \$ \_\_\_\_\_

**Total Estimated Cost**        \$ \_\_\_\_\_

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Bidder Name: \_\_\_\_\_ Title: \_\_\_\_\_

Bidder Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**CERTIFICATION:** The undersigned certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this section the word "person" means any natural person, joint venture, partnership, corporation, or other business or legal entity.

The undersigned certifies that no employee, officer or agent of Town of Goffstown will participate in the award or administration of a contract in which he or she or any member of his immediate family has an interest. No such employee, officer or agent will participate in the award or administration of a contract with any person, firm, partnership or corporation in which he or she is or any member of his or her immediate family is an officer or employee or is about to become an officer or employee of the Town of Goffstown.

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