



August 23, 2017
Date

NOTICE TO BIDDERS

We are requesting bids for the following:

HARDWARE SUPPLIES

Attached are the specifications.

Bidders shall state whether the items and services proposed strictly meet these specifications and if not, they shall list each variation there from.

Sealed bids shall be delivered to the office of the Tulsa County Public Facilities Authority Administrative Office, Southwest Corner of the River Spirit Expo, 4145 East 21st Street, Tulsa, Oklahoma (74114) until **11:00 a.m. on September 7, 2017**. Bids shall be submitted in an envelope clearly labeled "Hardware Supplies".

Bids will be opened and read aloud by the TCPFA in the River Spirit Expo Administrative Office, 4145 East 21st Street, Tulsa, Oklahoma, 74114 at 1:00 p.m. on September 7, 2017.

"Affidavit for Filing with Competitive Bid" form must be signed, notarized, and returned with bid or bid will not be accepted.

The Tulsa County Public Facilities Authority reserves the right to reject any and all bids and waive informalities or minor irregularities in any bid.

Respectfully yours,

A handwritten signature in black ink that reads "Jessica Booth". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Jessica Booth
Purchasing Coordinator

BID SPECIFICATIONS FOR HARDWARE SUPPLIES

The Tulsa County Public Facilities Authority (TCPFA) is requesting sealed bids to provide hardware supplies. This bid shall be in effect for a one year term beginning on the award date with option to renew for additional one year periods.

REQUIREMENTS

1. Vendors shall list pricing for the items on Hardware Supplies Bid Request sheet.
2. Pricing shall be submitted per item. Items will be ordered on an as need basis.
3. Vendors shall submit a cost plus percentage price for items not included in the list that may be needed during the term of the bid.
 - TCPFA reserves the right to audit cost plus percentage purchases. Upon request, awarded vendor will be required to submit documentation from manufacture or supplier to confirm TCPFA is receiving percentage submitted.
 - TCPFA reserves the right to obtain separate quotes and/or bids for items or combination of items that are not included on this list that may be over \$10,000.
4. Bid prices must include delivery to 4000 East 15th Street, Tulsa, OK 74112.
5. Deliveries shall be made within 2 days after receiving order request for items that are in stock and 3-5 days for items that have be ordered. Items on list are expected to be in stock unless large quantities are requested.
6. Vendors shall submit a list of any additional charges that TCPFA may incur with the bid response and an explanation for each charge. Charges that are not listed in the bid response will not be permitted to be invoiced or paid.
7. Any deviations to the stated specifications must be clearly identified.
8. Vendors must include a signed and notarized Affidavit for Filing with Competitive Bid with the bid or bid will be rejected.

QUESTIONS

Any questions requiring answers prior to submitting a bid are to be sent to Jessica Booth, Purchasing Coordinator, at Jessica@exposquare.com by 12:00 p.m. on September 5, 2017.

Hardware Supplies Bid Request

Item #	Description	Unit Quantity	Unit Price
1	Energizer Batteries Size AA	144 count case	
2	Energizer Batteries Size AAA	144 count case	
3	Energizer Batteries Size C	72 count case	
4	Energizer Batteries Size D	72 count case	
5	Energizer Batteries Size 9V	72 count case	
6	Magnolia Garage Brush #5524, Green, 24", Stiff Polypropylene Bristles	1	*
7	Magnolia Floor Brush #3724, Gray, 24", Flagged Tip Plastic Bristles	1	
8	3/16" Chain	250' Bucket	
9	Channelock 7" Diagonal Side Cutters #337	1	
10	25' Extension Cord, 12/3, Lighted End	1	
11	50' Extension Cord, 12/3, Lighted End	1	
12	100' Extension Cord, 12/3, Lighted End	1	
13	#12 D-Handle Aluminum Scoop Shovel	1	
14	25' Light Duty Garden Hose	1	
15	50' Light Duty Garden Hose	1	
16	100' Light Duty Garden Hose	1	
17	Masterlock Padlock 500KA (Keyed Alike)	1	
18	Masterlock Padlock #1KA	1	
19	Masterlock Padlock #1KALJ (Long Shank)	1	
20	Masterlock Padlock #1KD (Keyed Different)	1	
21	Gray Duct Tape 2" x 60 yards	1	
22	3 pc Yellow Rainsuit S-4XL	1	
23	Large Rain Poncho	1	
24	Cost plus percent for any other items not included in the list above		%

Vendor:

Rep:

Email:

TULSA COUNTY PUBLIC FACILITIES AUTHORITY
AFFIDAVIT FOR FILING WITH COMPETITIVE BID

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any Tulsa County Public Facilities Authority official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any Tulsa County Public Facilities Authority official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

Subscribed and sworn to before me this _____ day of _____, 20 _____.

NOTARY PUBLIC

My Commission expires _____, _____

NOTE:

Each competitive bid submitted to a county, school district or municipality must be accompanied by this properly completed Affidavit as required by 74 O.S 1981 § 85.24. Bidder shall be disqualified if Affidavit:

1. Is **not** properly completed.
2. Does **not** accompany bid.