

STATE OF LOUISIANA
Nunez Community College
CHALMETTE, LOUISIANA
(A Member of the Louisiana Community and
Technical College System)

INVITATION TO BID
INSTALL WELDING BOOTHS AND VENTS

RFP SOLICITATION NUMBER:
40015-WELDING BOOTHS-INSTALL

ISSUING AGENCY: NUNEZ COMMUNITY COLLEGE
Purchasing Department
3710 PARIS ROAD
CHALMETTE, LA 70043

ASST DIRECTOR OF PURCHASING: Wendy Frazier
Phone: 504-278-6475
Email: wfrazier@nunez.edu

RELEASE DATE: April 16, 2024

PRE-BID DATE: April 23, 2024

RETURN DATE: April 29, 2024

RETURN TIME: 2:30 P.M., Central Standard Time

This RFP is available in electronic form at <https://wwwcfprd.doa.louisiana.gov/osp/lapac/pubmain.cfm>. It is available in PDF format or in printed form by submitting a written request to the Nunez Community College Assistant Director of Purchasing. It is the Bidder's responsibility to check the Office of State Purchasing LaPAC website frequently for any possible addenda that may be issued. Nunez Community College is not responsible for a bidder's failure to download any addenda documents required to complete an Invitation to Bid.

SPECIFICATIONS

Nunez Community College is seeking a company to install welding booths on campus. The installation will need to take place between May 13, 2024, and must be completed by May 31, 2024. All price quotes need to be submitted by 2:30 pm on Monday, April 29, 2024. Nunez will provide the welding booths and vent equipment. All equipment and labor needed for the project must be provided by the company with the winning bid. All bidders must attend a site visit on Tuesday, April 23, 2024, at 10:00 am. Building B Room 139. The winning bidder will need to provide a certificate of insurance and a Hold Harmless Agreement must be signed by the company who is awarded the bid. Payment terms are net 30 and must have an invoice on company letterhead.

The following items will need to be done:

Base Bid:

- Disconnect power to existing booths
- Assemble twenty (20) new welding booths and Vents (Fume Dogs)
- Use existing circuits for vents and receptacles for each booth
- Cut and cap existing air lines that are no longer needed
- Nunez will provide new booths and vent equipment
- Provide all labor and equipment for the project

Alternate 1:

- Remove and place outside ten (10) existing double welding booths

Bids should be mailed or delivered to:

Nunez Community College
Purchasing Department. c/c Property Warehouse
3710 Paris Road
Chalmette, LA 70043
40015-WELDING BOOTHS-INSTALL

Bids must be on the enclosed bid form, in a sealed envelope with the bid proposal number on the outside of the envelope. If you should have any questions please contact Wendy Frazier at 504-278-6475 or via email at wfrazier@nunez.edu or Desiree Copping at 504-278-6471 or via email at dcopping@nunez.edu.

If you cannot meet our specifications please submit the bid proposal form with the words "No Bid".

**Bids are due April 29, 2024, at 2:30 P.M. (CST) no bids will be accepted after this time.
Please include the shipping cost (FOB) in your bid and the lead time to complete the project.**

BID PRICE SHEET
40015-WELDING BOOTHS-INSTALL
4/29/2024 @2:30 P.M. (CST)

Bid Submitted By: _____

Signature: _____

Print Name: _____

Date: _____

Company Name: _____

Company Address: _____

Telephone Number: _____

FAX Number: _____

Total Amount of Base Bid: _____

Total Amount of Alternate 1: _____

INSTRUCTIONS TO BIDDERS

These specifications intend to invite bids for the installation of 20 welding booths, and vents provided by Nunez Community College. The installation must take place between May 13, 2024, and needs to be completed by May 31, 2024.

1. Read the entire bid including all terms and conditions and specifications.
 2. All bid prices must be typed or written in ink. Any corrections, erasures or other forms of alteration to unit prices should be initialized by the bidder.
 3. The bid is to be manually signed in ink.
 4. Bid Prices shall include delivery of all items F.O. B. destination or as otherwise provided. Bids containing "Payment in Advance" or C.O.D." requirements may be rejected. Payment is to be made within 30 days after receipt of properly executed invoice or delivery, whichever is later.
 5. To assure consideration of your bid, all bids and addenda should be returned in an envelope or package clearly marked with the bid opening date and the bid number on the outside of the envelope or package.
 6. Bids submitted are subject to provisions of the laws of the State of Louisiana including but not limited to L.R.S 39:1551-1736; Purchasing Rules and Regulations: Executive Orders; Standard terms and conditions; special conditions; and specifications listed in this solicitation.
 7. IMPORTANT: By signing the bid, the bidder certifies compliance with all instructions to bidders, terms, conditions and specifications, and further certifies that this bid is made without collusion or fraud. This bid is to be manual signed in ink by a person authorized to bind the vendor. All bid information shall be made with ink or typewritten.
 8. Address all inquiries and correspondence to the buyer at the phone and address shown on the bid.
 9. Bid Forms. All written bids, unless otherwise provided for, must be submitted on, and in accordance with the forms provided, and properly signed. Bids submitted in the following manner will not be accepted:
 - A. Bid contains no signature indicating intent to be bound.
 - B. Bid filled out in pencil
- Bids must be received at the address specified in the solicitation prior to bid opening time in order to be considered. The entire bid should be returned and noted "NO BID" if not bidding on an item.
10. The quantities are estimated to be the amount needed.
 11. If bidding other than specified, sufficient information should be enclosed with the bid in order to determine quality, suitability and compliance with the specifications.
 12. Please add the lead time and expected delivery date as this will be a determining factor when awarding the bid.