

**MBE SET-ASIDE
INVITATION TO BID – ODNR 15-009
OHIO DEPARTMENT OF NATURAL RESOURCES**

DATE ISSUED: DECEMBER 4, 2014

The state of Ohio, through the Ohio Department of Natural Resources, Division of Wildlife, is requesting a bid for:

**TRAILER-MOUNTED HOT WATER PRESSURE WASHER SYSTEM
QUANTITY OF 1 OR 2**

YOU ARE INVITED TO SUBMIT A BID FOR THE ITEMS DESCRIBED IN THIS DOCUMENT TO:

VICKI L. COX, BUSINESS ADMINISTRATOR, FISCAL CONTROL
OHIO DEPARTMENT OF NATURAL RESOURCES
DIVISION OF WILDLIFE
2045 MORSE ROAD, BUILDING G
COLUMBUS, OHIO 43229

OR

SEND ELECTRONICALLY AS AN ATTACHMENT TO: Vicki.Cox@dnr.state.oh.us

DUE DATE: FRIDAY, DECEMBER 26, 2014 @ 4PM Eastern Standard Time (EST)
(Responses Received After This Date and Time Will Not be Accepted)

The Ohio Department of Natural Resources, Division of Wildlife, (ODNR-DOW) is requesting a bid for 1 or 2 trailer-mounted hot water pressure washer systems.

CALENDAR OF EVENTS.

ITB ISSUED:	DECEMBER 4, 2014
INQUIRY PERIOD BEGINS:	DECEMBER 4, 2014
INQUIRY PERIOD ENDS:	DECEMBER 19, 2014 at 8:00 a.m. Eastern Standard Time (EST)
BID DUE DATE:	DECEMBER 26, 2014 by 4:00 p.m. EST

DELIVERY ADDRESS.

ODNR Division of Wildlife
Attn: John Navarro
2045 Morse Road, Building G-2
Columbus, OH 43229

MINIMUM MANDATORY SPECIFICATIONS. Trailer-Mounted Hot Water Pressure Washer System

The minimum mandatory specifications are associated with the items outlined below. The trailer and pressure washer system must be delivered assembled as a single unit. Equivalent products may be offered in accordance with the minimum mandatory specifications.

Landa TRV-3500 Single Axle Trailer
Landa TRV-PGHW4-40324E Hot Water Pressure Washer System
Hose Reel – 150' High Pressure Hose with Quick Connect to Chassis
F.O.B. Destination

Any deviations from the above specifications are to be outlined on Company letterhead and attached to the bid (Cost Summary). ODNR DOW reserves the right to accept or reject any deviations or exceptions to the specifications.

INQUIRIES. Bidders may make inquiries regarding this ITB any time during the inquiry period listed in the Calendar of Events. To make an inquiry, Bidders must use the following process:

1. Access the State Procurement Web site at <http://www.ohio.gov/procure>;
2. From the Navigation Bar on the left, select “Find It Fast”;
3. Select “Doc/Bid/Schedule #” as the Type;
4. Enter the ITB Number **ODNR 15-009**;
5. Click “Find It Fast” button;
6. On the document information page, click “Submit Inquiry”;
7. On the document inquiry page, complete the required “Personal Information” section by providing:
 - a. First and last name of the prospective Bidder’s representative who is responsible for the inquiry;
 - b. Name of the prospective Bidder;
 - c. Representative’s business phone number; and
 - d. Representative’s e-mail address;
8. Type the inquiry in the space provided including:
 - a. A reference to the relevant part of this ITB;
 - b. The heading for the provision under question; and
 - c. The page number of the ITB where the provision can be found; and
9. Click the “Submit” button.

Bidders submitting inquiries will receive an immediate acknowledgement that their inquiry has been received as well as an e-mail acknowledging receipt of the inquiry. Bidders will not receive a personalized e-mail response to their question, nor will they receive notification when the question has been answered.

Bidders may view inquiries and responses using the following process:

1. Access the State Procurement Web site at <http://www.ohio.gov/procure>;
2. From the Navigation Bar on the left, select “Find It Fast”;
3. Select “Doc/Bid/Schedule #” as the Type;
4. Enter the ITB Number found on Page 1 of the document;
5. Click “Find It Fast” button; and
6. On the document information page, click the “View Q & A” button to display all inquiries with responses submitted to date.

ODNR DOW will try to respond to all inquiries within 48 hours of receipt, excluding weekends and State holidays. ODNR DOW will not respond to any inquiries received after 8:00 A.M. EST on the inquiry end date.

Important: No correspondence will occur between prospective bidders and the agency outside of this process.

F.O.B. DESTINATION: **F.O.B., The Place of Destination.** Bidder must provide items under this Contract F.O.B. the place of destination. The place of destination will be specified by the participating state agency on the agency’s purchase order or other ordering document. Freight will be prepaid unless otherwise stated.

DESCRIPTIVE LITERATURE: The Bidder is required to submit descriptive literature of the items being offered. The literature will be used in the evaluation process to determine the lowest responsive and responsible bidder. If not provided as part of the bid response, the Bidder must provide said literature within seven (7) calendar days after request/notification by the Office of Procurement Services to do so. Any references, that may appear in the descriptive literature, that may alter the terms and conditions and specifications of the bid (e.g. F.O.B. Shipping Point or Prices Subject to Change), will not be part of any contract and will be disregarded by the state of Ohio. Failure of the bidder to furnish descriptive literature either as part of their bid response or within the time specified herein will deem the bidder not responsive.

Descriptive literature will include the manufacturer and model number for the trailer, pressure washer and hose and identify warranty terms for each.

COST SUMMARY
BOAT WASHING STATIONS – QUANTITY OF 1 OR 2
 (Additional Copies May be Made)

Company Name: _____

Company Representative (Printed Name): _____

Company Representative (Signature): _____

Email: _____ Phone: _____

Boat Washing Station Specify Manufacturer/ Model #	Price Each	Price Each
	Qty. of 1	Qty. of 2
	\$	\$
One Time Costs Not Specified, if applicable Please Specify	\$	\$
Bid Total	\$	\$

NOTE: Delivery is F.O.B. Destination

Anticipated Delivery Date Upon Receipt of State of Ohio Purchase Order: _____