

Specification Sign Stiffener Accessory – Butting Plates
Procurement Specific Instructions to Bidders
 IFB 6100057255

CONTRACT SCOPE/OVERVIEW: This Invitation for Bid (IFB) 6100057255, (identified here and in the other documents as the "Contract") will cover the requirements of the Commonwealth of Pennsylvania Department of Transportation (Department), for Sign Stiffener Accessory – Butting Plates for the short term. Estimates are for Immediate Need. Delivery of all items is required FOB Destination within 60 calendar days of receipt of the purchase order for this one-time need purchase order. Extensions of delivery time are available at the Department’s discretion for documented supply chain issues, upon submission of acceptable documentation to the Department and the Department’s acceptance of such documentation.

BIDDING INFORMATION:

Bidders must enter bid pricing into the [PA Supplier Portal](#). Enter bids in the PA Supplier Portal on the Items tab. See the **Electronic Bidding Procedures** instructions attachment in the bid package for help entering bid prices or visit the [Supplier Service Center](#) web page under the “Bidding (IFB, eMarketplace)” heading.

There is one line to bid on in the [PA Supplier Portal](#) as listed below. **Bidders are to price the line in the [PA Supplier Portal](#) using the base unit of measure listed in the following table. For example, the base unit of measure “Each” designates a single item and not a box. So, when bidding on an estimated quantity of 600, the bidder would list their price for one of those 600 items. The total bid price should automatically calculate. The bidder is responsible for ensuring calculations are correct. Packaging requirements for this procurement are listed in the final column in the following table. Please ensure bids are for a single item and not a box or bundle.**

Material Number	Description	Estimated Quantity	Bid Price	Base Unit Of Measure	Total Bid Price	Packaging Requirements
144333	Plates, Butting, 3 Holes	600		Each	\$0.00	Complete units to be packaged 50 Per Box

Worker Protection and Investment Provision:

Pursuant to Executive Order 2021-06, Worker Protection and Investment (October 21, 2021), the Commonwealth is responsible for ensuring that every Pennsylvania worker has a safe and healthy work environment and the protections afforded them through labor laws. To that end, contractors and grantees of the Commonwealth must certify that they are in compliance with all applicable Pennsylvania state labor and workforce safety laws. Such certification shall be made through the Worker Protection and Investment Certification Form (BOP-2201) and submitted with the bid, proposal or quote.

Bid Package Contents:

- Procurement Specific Instructions to Bidders (this document)
- Attachment A-General Conditions and Instructions to Bidders
- Attachment B-Terms and Conditions
- Attachment C-GSPUR-89 Reciprocal Limitations Act Requirements
- Attachment D-Specification Sign Stiffeners and Accessories
- Attachment E-Specification Banding and Accessories
- Attachment F-GSPUR-95 Bidding Preference Recycled Postconsumer Material
- Attachment G-Locating and Responding to a Solicitation
- Attachment H-Worker Protection and investment Certification Form

The following documents are to be completed and attached with your bid in the [PA Supplier](#)

Portal. See **Attachment G-Locating and Responding to a Solicitation** in the bid package for help attaching bids or visit the **Supplier Service Center** web page under the "Bidding (IFB, eMarketplace)" heading. These attachments are in addition to any other requirements to submit documentation within the bid specifications. Bids may be rejected for failure to return required documents:

1. Attachment C-Reciprocal Limitations Act Requirements GSPUR-89
2. Attachment H-Worker Protection and investment Certification Form

Optional Attachment - the following attachment is optional to return with your bid:

- Bidding Attachment F-GSPUR-95 Bidding Preference Recycled Postconsumer Material

SAMPLES: Bidders are to submit samples **only** upon the request of the Department. Any bidder requested to submit samples must do so within ten (10) business days after notification from the Department to furnish the material. Failure to submit samples in accordance with the specification by close of business (COB) on the 10th business day may result in the rejection of the bid. Upon request, Bidders are required to submit samples to the following location: Department of Transportation, Sign Distribution Center, 21st and Herr Streets, Harrisburg, PA 17103.

All quantities are estimated.

MATERIAL SPECIFICATIONS: Materials shall conform to:

- Attachment C-Specification Sign Stiffeners and Accessories dated 01/07/2016
- Attachment D-Specification Banding and Accessories dated 08/30/1995
- Steel Products Procurement Act "B" applies (see Terms and Conditions)

DELIVERY: All orders shall be delivered FOB Destination within 60 calendar days of receipt of the purchase order. Extensions of delivery time are available at the Department's discretion for documented supply chain issues, upon submission of acceptable documentation to the Department and the Department's acceptance of such documentation. Deliveries are to be made to the following location unless otherwise indicated on the purchase order:

Department of Transportation, Sign Distribution Center, 21st and Herr Streets, Harrisburg, PA17103

TESTING AND INSPECTIONS: Tests and Inspection of any shipment received may be made at the Department's discretion by the Materials and Testing Division and/or Sign Distribution Center personnel.

BID RESPONSE DUE:

Bid Response is due electronically via the PA Supplier Portal by the due date, **November 21, 2022, at 2:00 p.m. EST.**

INQUIRIES: Direct all questions concerning this solicitation to the Issuing Officer named herein. Answered questions will be added as an Addendum to the Solicitation. **All questions are due** by November 14, 2022, at 2:00 p.m. EST to rdolen@pa.gov:

Rhonda Dolen Procurement Specialist 2
PennDOT
Email: rdolen@pa.gov
Phone: (717) 525-5208

Bid Opening:

To attend the virtual bid opening, scheduled for 2:30 p.m. EST November 21, 2022, email rdolen@pa.gov by November 21, 2022, at 9:30 a.m. EST for a conference call number and link to a Microsoft Teams meeting.