

# BID PROPOSAL

CONTRACT NO. AOPC 201801.1

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**NOTE:** Please read all pages of this Bid Proposal. All pages of the Bid Proposal shall be returned and properly executed with sealed bid. Bid Proposal forms are supplied in duplicate, one to be submitted to the AOPC and the other for the Bidder's use and record.

# **BID PROPOSAL**

**Administrative Office of PA Courts  
601 Commonwealth Avenue  
Harrisburg, PA 17120**

*Do not write in space below*

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

Bid Opening Witness:  
\_\_\_\_\_

Legal Review:  
\_\_\_\_\_

**CONTRACT NO. AOPC 201801.1  
GENERAL CONSTRUCTION:  
HARRISBURG, DAUPHIN, PENNSYLVANIA**

**Bidder Name and Address:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Bidder Phone #:**

\_\_\_\_\_

**Bidder FAX #:**

\_\_\_\_\_

**Bidder Email:**

\_\_\_\_\_

**Bidder Federal ID #:**

\_\_\_\_\_

**Vendor ID #:**

\_\_\_\_\_

**BULLETIN INFORMATION:** Bidder acknowledges receipt of the following Bulletin(s) and agrees they are part of this Bid Proposal.

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

Bulletin #\_\_\_ Issue Date: \_\_\_\_\_

## **BASE BIDS**

(For explanation of Base Bids see Specifications Section 010300)

**Base Bid #1:**

For all **GENERAL CONSTRUCTION** the sum of

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).  
(Written) (Figure)

Identify the amount of **BASE BID** 1 associated with removal and replacement of the carpet on the 8<sup>th</sup> floor

\_\_\_\_\_ Dollars (\$ \_\_\_\_\_).  
(Written) (Figure)

The AOPC may elect not to award this portion of the work.

## BIDDER ORGANIZATIONAL INFORMATION

### **BIDDER ORGANIZATION (Check applicable box)**

- The Bidder is a corporation, limited liability company, or partnership organized and existing under the laws of Pennsylvania and has been granted a certificate of authority to do business in Pennsylvania as required by the Business Corporation Law of 1988, as amended.

OR

- The Bidder is a corporation organized and existing under the laws of \_\_\_\_\_ and **has or has not** (circle one) been granted a certificate of authority to do business in Pennsylvania as required by the Business Corporation Law of 1988 (15 Pa. C.S. §4121-§4131), as amended.

OR

- The Bidder is a limited liability company organized and existing under the laws of \_\_\_\_\_ and **has or has not** (circle one) registered to do business in Pennsylvania as required by the Limited Liability Company Law of 1994 (15 Pa. C.S. §8981-§8982), as amended.

OR

- The Bidder is a limited partnership organized and existing under the laws of \_\_\_\_\_ and **has or has not** (circle one) registered to do business in Pennsylvania as required by the Partnership Code (15 Pa. C.S. §8581-§8590), as amended.

OR

- The Bidder is an individual or partnership trading under a fictitious or assumed name and **has or has not** (circle one) registered under the Fictitious Names Act (54 Pa. C.S. §301-§332), as amended.

### **BIDDER RESIDENCE INFORMATION**

Bidder has a bona fide establishment in Pennsylvania at which it was transacting business when the Notice to Bidders for this Project was issued?

If **"Yes"**, insert address below if different than address on page 1:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

If **"No"**, insert Bidder's office address if different than address on page 1.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## **CERTIFICATION AND BID SIGNATURE**

To Administrative Office of the Pennsylvania Courts, Harrisburg, Pennsylvania,

In conformity with the plans and specifications prepared by Vitetta on file at the Administrative Office of the Pennsylvania Courts (AOPC), and after an examination of the site of the work, and all of the contract documents including issued Bulletins, which are made a part hereof as if fully set forth herein, the undersigned (hereinafter "Bidder") submits this bid and certifies by signing that:

- Enclosed is a bid guaranty in an amount **NOT LESS THAN TEN (10%) PER CENT OF THE BID**, which it is understood will be forfeited if this Bid Proposal or any part hereof is accepted by the AOPC and the Bidder shall fail to furnish approved bonds, insurance certificates, and execute the contract within the time constraints established in the Instruction to Bidders; and
- Bidder is the only person(s) interested in this Bid as principal and this Bid Proposal is submitted without collusion with any person, firm or corporation; and
- Bidder will select its option in Article 9 Small Diverse Business Participation of the Contract.
- Bidder will select its option in Article 9 of the contract, execute the contract, and furnish the required performance and payment bonds **on DGS forms** in the amount of one hundred percent (100%) of the contract price within ten (10) days after receipt of the documents; and
- Bidder will furnish and deliver all materials, water, tools, equipment, light, power, tests and transportation and secure all permits and licenses and to do and perform all labor, superintendence and all means of construction, pay all fees and do all incidental work and execute, construct and finish in an expeditious, substantial and workmanlike manner in accordance with the contract documents to the satisfaction and acceptance of the AOPC for the bid price; and
- Bidder agrees to complete the Work set forth in the contract documents within the contract duration. It is understood that the contract shall be completed on or before **90** calendar days on the date of Initial Job Conference, or, if issued, the date of the Letter of Intent; and
- Bidder agrees that time is of the essence. All off site work required by the contract shall be commenced upon the effective date of the contract. If the work is not completed within the contract duration or any extension of that time, the Bidder shall pay the AOPC as liquidated damages and not as a penalty for such failure, the amount of **\$500.00** per day for each and every calendar day thereafter until such work is completed and accepted; and
- Bidder agrees that the AOPC reserves the right to reject this and any or all Bid Proposals, or any part thereof or to waive technicalities required for the best interests of the AOPC; and
- Bidder understands and acknowledges that the information contained in this bid is material and important and will be relied upon by the AOPC in awarding the contract for which this bid is submitted; and

- Bidder understands and acknowledges that any misstatements in this bid information shall be treated as fraudulent concealment from the AOPC of the true facts relating to the submission of this Bid Proposal; and
- Bidder is not presently suspended or debarred from bidding on construction contracts by any state, any entity of any state, or federal government; and
- Bidder agrees that the Commonwealth of Pennsylvania may offset all or a portion of any and all payments that may become due and owing under the contract for this project against any and all debts owed to any other Commonwealth of Pennsylvania agency; and
- Bidder is notified that this Bid Proposal is subject to the provisions, duties, obligations, remedies and penalties of the Pennsylvania Prevailing Wage Act, 43 P.S. Sections 165-1 et seq., which is incorporated herein by reference; and
- Bidder acknowledges that this bid is for a public works contract and bidder is therefore subject to the provisions, duties, obligations and penalties of the Public Works Employment Verification Act, 43 P.S. §§167.1-167.11, which is incorporated herein by reference; and
- Bidder agrees to comply with the Non-Discrimination Sexual Harassment Clause in the General Conditions of the Contract and is aware that implementation of nondiscrimination and equal opportunity is the policy of the Commonwealth of Pennsylvania. DGS has established a method of administration to assure that all contracting agencies and contractors are accorded equal employment opportunity without regard to race, color, national origin, ancestry, religious creed, age or sex; and
- The person(s) signing this bid certifies that the information in this Bid Proposal is true and correct to the best of their knowledge and that the person(s) is authorized to represent the Bidder in connection with this certification.

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

**BIDDER AS AN INDIVIDUAL:**

Witness:

\_\_\_\_\_

By:

\_\_\_\_\_

Contractor – Individual

**BIDDER IS A PARTNERSHIP:**

Witness:

\_\_\_\_\_

By:

\_\_\_\_\_

Contractor – General Partner

**BIDDER IS A LIMITED LIABILITY COMPANY:**

Witness:

\_\_\_\_\_

By:

\_\_\_\_\_ Secretary

President

**BIDDER IS A CORPORATION:**

Attest:

\_\_\_\_\_

Secretary

By:

\_\_\_\_\_

President