



REQUEST FOR QUOTATION

Contact Person / Telephone:
John Santiago/201-395-3416

Collective# 0000035780
Bid Due Date 12/20/2013
Bids must be received no later than 11:00 AM on the above Bid Due Date.

Deliver Goods/Services To:

Quantity	Description	Unit Price		Total	
	<p>SUPPLY AND DELIVER METAL PRODUCTS AND MISCELLANEOUS SHEETMETAL - TWO (2) YEAR REQUIREMENTS CONTRACT.</p> <p>CONTRACT TO BEGIN ON OR ABOUT 03/31/2014.</p> <p>ATTACHED DOCUMENT ENTITLED "WAREHOUSE REQUIREMENTS CONTRACT" IS HEREBY INCORPORATED AND MADE PART OF THIS CONTRACT. PLEASE READ ALL TERMS AND CONDITIONS BEFORE BIDDING.</p> <p>CONTRACT DELIVERY TERMS: WITHIN 5 CALENDAR DAYS OF RECEIPT OF ORDERS.</p> <p>FOR EASE OF PRICE ENTRY, REFER TO ATTACHED "Instructions for Submission of Pricing Using ELECTRONIC COPY - COMPACT DISC". HOWEVER, A HARD COPY OF THE REQUEST FOR QUOTATION WITH PRICING IS REQUIRED.</p> <p>UNIT PRICES SHALL BE EXPRESSED FOR THE UNITS OF MEASUREMENT (UOM) INDICATED AND WITH A MAXIMUM TWO (2) DECIMAL PLACES.</p> <p>****QUOTE ONLY FULLY DELIVERED PRICES****</p>				
	<p>PLEASE QUOTE FULLY DELIVERED PRICES</p>	<p>PAYMENT TERMS</p>	<p>Total Delivered Price</p>		

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We have read the instructions and, if favored with an order, we agree to furnish the items enumerated herein at the prices and under the conditions indicated.

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	<p>A price preference of 10 % is available for NY/NJ Minority and Women Business Enterprises (M/WBE) or 5% for NY/NJ Small Business Enterprises (SBE) certified by the Port Authority (PA) by the day before bid opening for awards not exceeding \$1,000,000. My firm was certified as a _____ on _____.</p>				
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	<p>This is a Formal Bid Invitation Mail Sealed Bids to:</p> <p>The Port Authority of NY & NJ Attn: Bid Custodian Procurement Department 2 Montgomery Street, 3rd Floor Jersey City, NJ 07302</p> <p>by the date and time listed above, where it will be publicly opened and read.</p> <p>Bids are only accepted Monday through Friday, excluding Port Authority holidays, between the hours of 8 A.M. & 5 P.M., via regular mail, express delivery service or hand delivery.</p> <p>If you do not use or have an envelope provided, you must clearly mark the outside envelope/package with 'BID ENCLOSED' and show the company name, address, as well as Bid number and Due date as stated on this bid document.</p> <p>A valid photo ID is required to gain access into the building, to attend the bid opening or hand deliver a bid.</p>		
20 EA	AA2300070		
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Quantity	Description	Unit Price		Total	
	FLAT STOCK, 1-1/2 IN x 3/16 IN x 10 FT, MILD STEEL.				
180 FT	AA2300090 FLAT STOCK 1/8" X 4" X 10' MILD STEEL				
95 EA	AA2300150 ANGLE ALUMINUM, 1-1/4 IN x 1-1/4 IN x 1/8 IN x 12 FT. (SPEC #6061-T-6 STRUCTURAL ANGLE).				
80 FT	AA2300160 FLAT STOCK, ALUMINUM, 1/4 IN x 2 IN X 16 FT.				
40 FT	AA2300200 ANGLE IRON, 3/4" X 3/4" X 1/8" X 10' MILD STEEL				
96 FT	AA2300220 METAL, SHAPE SQ HOLLOW ALUMINUM 1 IN x 1 IN x 12 FT, 1/8 IN WALL #6063T5.				
950 FT	AA2300230 ANGLE IRON, 1 IN x 1 IN x 1/8 IN x 10 FT, MILD STEEL.				
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Quantity	Description	Unit Price		Total	
90 FT	AA2300240 ANGLE IRON, 1" X 1" X 3/16" X 10' LGTH. MILD STEEL.				
790 FT	AA2300250 ANGLE IRON, 1-1/2 IN x 1-1/2 IN x 1/8 IN x 10 FT, MILD STEEL.				
280 FT	AA2300260 ANGLE IRON, 1-1/2 IN x 1-1/2 IN x 3/16 IN x 10 FT, MILD STEEL				
70 FT	AA2300270 ANGLE IRON, 1/4 IN x 1 IN x 1 IN X 10 FT LENGTH, MILD STEEL.				
570 FT	AA2300280 ANGLE IRON, 1-1/2 IN x 1-1/2 IN x 1/4 IN x 10 FT LENGTH, MILD STEEL.				
790 FT	AA2300290 ANGLE IRON, 2 IN x 2 IN x 1/8 IN x 10 FT LENGTH, MILD				
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Quantity	Description	Unit Price		Total	
	STEEL.				
1,540 FT	AA2300310 ANGLE IRON, 2 IN x 2 IN x 1/4 IN x 10 FT, MILD STEEL.				
10 FT	AA2300320 ANGLE IRON, 2 IN x 2 IN x 3/8 IN x 10 FT LENGTH, MILD STEEL.				
20 FT	AA2300345 ANGLE IRON, 4" X 4" X 1/2" X 10' MILD STEEL				
130 FT	AA2300350 FLAT STOCK, 6 IN x 1/8 IN x 10 FT, MILD STEEL.				
230 FT	AA2300353 ANGLE IRON, 3 IN x 3 IN x 1/4 IN x 10 FT, MILD STEEL.				
190 FT	AA2300380 ROUND STOCK, 1/4 IN x 10 FT, MILD STEEL.				
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Quantity	Description	Unit Price		Total	
30 FT	AA2300400 ROUND STOCK, 5/16 IN x 10 FT, MILD STEEL.				
1,260 FT	AA2300410 ROUND STOCK, 3/8 IN x 10 FT, MILD STEEL.				
340 FT	AA2300430 ROUND STOCK, 1/2 IN x 10 FT, MILD STEEL.				
60 FT	AA2300450 ROUND STOCK, 5/8 IN x 10 FT, MILD STEEL.				
20 FT	AA2300470 ROUND STOCK, 3/4 IN x 12 FT, COLD ROLLED STEEL.				
80 FT	AA2300480 ROUND STOCK, 3/4 IN x 10 FT, MILD STEEL.				
40 FT	AA2300490 ROUND STOCK, 1 IN x 10 FT, MILD STEEL.				
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Quantity	Description	Unit Price		Total
40 FT	AA2300540 FLAT STOCK, 1 IN x 1/8 IN x 10 FT, MILD STEEL.			
20 FT	AA2300550 FLAT STOCK, 3/16 IN x 1 IN x 10 FT, MILD STEEL.			
50 FT	AA2300560 FLAT STOCK, 2" X 1/8" X 10' MILD STEEL			
40 FT	AA2300562 FLAT STOCK, 3 IN x 1/8 IN x 10 FT, MILD STEEL.			
50 FT	AA2300570 FLAT STOCK, 1-1/2 IN x 3/16 IN x 10 FT, MILD STEEL.			
32 FT	AA2300575 FLAT STOCK, STEEL A36, 1/2" X 4" X 16'.			
280 FT	AA2300620 FLAT STOCK, 1 IN x 1/4 IN x 10 FT, MILD STEEL.			
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Quantity	Description	Unit Price	Total
60 FT	AA2300630 FLAT STOCK, 1-1/4 IN x 1/4 IN x 10 FT, MILD STEEL.		
88 FT	AA2300635 FLAT STOCK, 1-1/2 IN x 1/4 IN x 12 FT, COLD ROLLED STEEL.		
180 FT	AA2300640 FLAT STOCK, 1-1/2 IN x 1/4 IN x 10 FT, MILD STEEL.		
500 FT	AA2300650 FLAT STOCK, 2 IN x 1/4 IN x 10 FT, MILD STEEL.		
110 FT	AA2300660 FLAT STOCK, 1/4 IN x 2-1/2 IN x 10 FT, MILD STEEL.		
12 FT	AA2300670 FLAT STOCK, 1/4 IN x 2 IN x 12 FT, COLD ROLLED STEEL.		
370 FT	AA2300680 FLAT STOCK, 1/4 IN x 3 IN x 10 FT, MILD STEEL.		
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Quantity	Description	Unit Price	Total
470 FT	AA2300690 FLAT STOCK, 6 IN x 1/4 IN x 10 FT, MILD STEEL.		
20 FT	AA2300693 FLAT STOCK, 6" X 3/8" X 10' LONG, MILD STEEL		
30 FT	AA2300720 FLAT STOCK, 1-1/2 IN x 3/8 IN x 10 FT, MILD STEEL.		
20 FT	AA2300721 FLAT STOCK, 2 IN x 3/8 IN x 10 FT, MILD STEEL.		
80 FT	AA2300722 FLAT STOCK, 3 IN x 3/8 IN x 10 FT, MILD STEEL.		
20 FT	AA2300723 FLAT STOCK, 2-1/2 IN x 3/8 IN x 10 FT, MILD STEEL.		
40 FT	AA2300730 FLAT STOCK, 1/2 IN x 2 IN x 10 FT, MILD STEEL.		
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Quantity	Description	Unit Price	Total
448 FT	AA2300760 FLAT STOCK, 1 IN x 1/4 IN x 16 FT, ALUMINUM. (SPEC #6063-T5).		
32 FT	AA2300770 FLAT STOCK, 2" X 3/16" X 16' ALUMINUM SEMI-HARD SPEC #6063-T5		
112 FT	AA2300780 ANGLE ALUMINUM, 2"X1"X 1/8"X 16' EXTRUDED SPEC #6063-T5 68 44		
6 EA	AA2300795 ALUMINUM, SQUARE TUBE. 2"X2"X.125X21'.		
68 EA	AA2300848 STEEL PLATE, 1/8 IN x 48 IN x 96 IN, (4' x 8') HOT ROLLED.		
5 EA	AA2300849 STEEL PLATE, 1/4 IN x 48 IN x 8 FT, HOT ROLLED.		
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Quantity	Description	Unit Price	Total
1 EA	AA2300853 STEEL PLATE, 1 IN x 48 IN x 96 IN, HOT ROLLED.		
5 EA	AA2300855 STEEL PLATE, 1/2 IN x 10 IN x 10 FT, HOT ROLLED.		
20 EA	AA2300865 STEEL PLATE, 1/8" THICK X 3' X 8'.		
24 EA	AA2300875 METAL, SAFETY. EXPANDED DIAMOND MESH TYPE, 4 FT x 8 FT x 1-1/2 " (LIGHT WEIGHT, 13 gauge).		
19 EA	AA2300880 METAL, SAFETY, EXPANDED DIAMOND MESH TYPE, 4 FT x 8 FT x 1/2 IN-16 HEAVY WEIGHT.		
8 EA	AA2300885 METAL, EXPANDED FLAT, 1-1/2" #9 X48" X 120".		
15 EA	AA2300910		
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	STEEL, 1-1/2" X 1-1/2" X 3/16", HOLLOW SQUARE TUBULAR (EACH = 16' LENGTH)		
1,000 FT	AA2300926 STEEL, SQUARE TUBING, 1" X 1/8" X 10' MILD STEEL.		
48 FT	AA2300980 TUBULAR SQUARE STOCK, 2 IN x 2 IN x 3/16 FT, WALL THICKNESS X 12 FT LENGTH, HOT ROLLED STEEL.		
8 FT	AA2301005 STEEL, ANGLE IRON, 3/4" THICK, 4" X 6" X 20'.		
200 FT	AA2301016 STEEL, ANGLE IRON, ASTM A36, L3 X 2-1/2" X 1/4" X 10' LONG.		
10 FT	AA2301020 STEEL, ANGLE IRON 3/8" THICK, 5" X 3-1/2		
260 FT	AA2301030 STEEL, ANGLE IRON, 3/8" THICK, 5" X 3-1/2" X 20' LONG.		
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Quantity	Description	Unit Price		Total	
31 EA	AA2700170 ROD, MILD STEEL, RUNNING THREAD, 1/4 IN x 6 FT, (25/BUNDLE).				
147 EA	AA2700180 ROD, MILD STEEL, RUNNING THREAD, 3/8 IN DIAMETER x 6 FT LONG, (25/BUNDLE).				
62 EA	AA2700190 ROD, THREADED 1/2 IN x 6 FT, MILD STEEL (25/BUNDLE).				
44 EA	AA2700194 ROD, THREADED 3/4X 6' MILD STEEL				
100 EA	AA2700220 ROD, THREADED 3/8 IN x 6 FT LONG, ZINC COATED, (25/BUNDLE).				
9 EA	AA2700230 ROD, GALVANIZED, RUNNING THREAD, 1/4 IN x 6 FT, STEEL CITY #H193 (25/BUNDLE).				
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4 EA	AA2700245 ROD, GALVANIZED, RUNNING THREAD, 7/8" NC X 6 FT.		
32 EA	AA2700250 ROD, STAINLESS STEEL, THREADED, 1/4 IN-20 x 6 FT, GRADE T316 (25/BUNDLE).		
16 EA	AA2700255 ROD, STAINLESS STEEL, THREADED, 5/16 IN (NC)x 6 FT.		
126 EA	AA2700260 ROD, STAINLESS STEEL, THREADED, 3/8 IN (NON-COARSE) x 6 FT. GRADE T316 (25/BUNDLE).		
15 EA	AA2700265 ROD, STAINLESS STEEL, THREADED, 1/2 IN (NC)x 6 FT, GRADE T316 (25/BUNDLE).		
14 EA	AA2700270 ROD, STAINLESS STEEL, THREADED, 5/8" NC X 6-FT. GRADE T316.		
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10 EA	AA3200002 SHEETMETAL, ALUMINUM, 3 FT x 8 FT x .024, (SPEC. #3003-H14).				
33 EA	AA3200004 SHEETMETAL, ALUMINUM, 3 FT x 8 FT x .032, (SPEC. #3003-H14).				
11 EA	AA3200006 SHEETMETAL, ALUMINUM, 3 FT x 6.5 FT x .050, (SPEC. #3003-H14).				
34 EA	AA3200008 SHEETMETAL, ALUMINUM, 3 FT x 8 FT x .090, (SPEC. #3003-H14).				
5 EA	AA3200009 SHEETMETAL, ALUMINUM, 4 FT x 8 FT x 1/4 IN, (SPEC. #3003-H14).				
2 EA	AA3200010				
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	SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 16 GAUGE.				
17 EA	AA3200030 SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 18 GAUGE.				
10 EA	AA3200035 SHEETMETAL, GALVANIZED, 48" X 96", 18 GAUGE.				
27 EA	AA3200040 SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 20 GAUGE.				
6 EA	AA3200050 SHEETMETAL, GALVANIZED, 48" X 96", 20 GAUGE.				
3 EA	AA3200070 SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 22 GAUGE.				
8 EA	AA3200075 SHEETMETAL, GALV. 48" X 96", 22-GA.,METAL TO BE STAMPED WITH MANUFACTURER'S NAME-PRIME QUALITY-GAUGE AND LOCK FORMING CERTIFICATION OF THE SPECIFICATION WITH EACH DELIVERY.				
PLEASE QUOTE FULLY DELIVERED PRICES		PAYMENT TERMS		Total Delivered Price	

This Quotation is subject to the terms and conditions set forth on the back page hereof. Bidder is advised to read these before signing.

We have read the instructions and, if favored with an order, we agree to furnish the items enumerated herein at the prices and under the conditions indicated.

Signed _____
 Firm Name _____
 Telephone number _____ Date _____
 Fax Number _____
 Federal Taxpayer ID _____

**Bidder
 Must
 Sign
 In
 Two
 Places**

NOTICE TO BIDDERS: Unless the following term of assurance that the above offer is irrevocable is signed, the offer submitted herein shall not be deemed to be complete.

The foregoing offer shall be irrevocable for 90 days after the date on which the Port Authority of New York and New Jersey opens this proposal.

Signed _____ Date _____
 Firm Name _____



REQUEST FOR QUOTATION

Bid Due Date
12/20/2013

Quantity	Description	Unit Price	Total
4 EA	AA3200080 SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 24 GAUGE.		
6 EA	AA3200085 SHEETMETAL, GALVANIZED, 48" X 96", 24 GAUGE.		
3 EA	AA3200100 SHEETMETAL, GALVANIZED, 36 IN x 96 IN, 28 GAUGE.		
2 EA	AA3200120 SHEETMETAL, GALVANIZED, 48 IN x 96 IN, 26 GAUGE.		
4 EA	AA3200305 SHEETMETAL, DIAMOND PLATE, 1/8 IN x 72 IN x 98 IN.		
10 EA	AA3200315 SHEETMETAL, STAINLESS STEEL, 36 IN x 96 IN x 1/16 IN, .060 GAUGE, TYPE 304, #4 FINISH		
60 EA	AA3200325		
PLEASE QUOTE FULLY DELIVERED PRICES		PAYMENT TERMS	Total Delivered Price

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Signed _____
 Firm Name _____
 Telephone number _____ Date _____
 Fax Number _____
 Federal Taxpayer ID _____

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The foregoing offer shall be irrevocable for 90 days after the date on which the Port Authority of New York and New Jersey opens this proposal.

Signed _____ Date _____
 Firm Name _____



REQUEST FOR QUOTATION

Bid Due Date
12/20/2013

Quantity	Description	Unit Price		Total	
	SHEETMETAL, STAINLESS STEEL, 48 IN x 96 IN, 16 GAUGE, TYPE 304, #4 FINISH				
7 EA	AA3200330 SHEETMETAL, STAINLESS STEEL, 36 IN x 96 IN, 18 GAUGE, TYPE 304, #4 FINISH				
26 EA	AA3200335 SHEETMETAL, STAINLESS STEEL, 36 IN x 96 IN, 20 GAUGE, TYPE 304 #4 FINISH				
2 EA	AA3200415 STEEL, DIAMOND PLATE OR ALAN WOOD 4 WAY PATTERN, 1/2-IN. X 48-IN. X 96-IN., 21.45 LB/SQ.FT., STEEL ONLY				
7 EA	AA3200420 STEEL, DIAMOND PLATE, 1/4 IN x 48 IN x 96 IN.				
65 EA	AA3200430 SHEETMETAL, DIAMOND PLATE, ALUMINUM, 4 FT x 8 FT x 1/4 IN.				
PLEASE QUOTE FULLY DELIVERED PRICES		PAYMENT TERMS		Total Delivered Price	

This Quotation is subject to the terms and conditions set forth on the back page hereof. Bidder is advised to read these before signing.

We have read the instructions and, if favored with an order, we agree to furnish the items enumerated herein at the prices and under the conditions indicated.

NOTICE TO BIDDERS: Unless the following term of assurance that the above offer is irrevocable is signed, the offer submitted herein shall not be deemed to be complete.

Signed _____
 Firm Name _____
 Telephone number _____ Date _____
 Fax Number _____
 Federal Taxpayer ID _____

**Bidder
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 In
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The foregoing offer shall be irrevocable for 90 days after the date on which the Port Authority of New York and New Jersey opens this proposal.
 Signed _____ Date _____
 Firm Name _____



REQUEST FOR QUOTATION

Bid Due Date
12/20/2013

Quantity	Description	Unit Price		Total
51 EA	AA3200431 SHEETMETAL, DIAMOND PLATE, ALUMINUM, 4 FT x 8 FT x 1/8 IN.			
1 EA	AA3200440 PLATE, ALUMINUM, PLAIN, ALLOY 1100. 0.249 THICKNESS X 48" X 48". MCMASTER #88685K65.			
PLEASE QUOTE FULLY DELIVERED PRICES		PAYMENT TERMS		Total Delivered Price

This Quotation is subject to the terms and conditions set forth on the back page hereof. Bidder is advised to read these before signing.

We have read the instructions and, if favored with an order, we agree to furnish the items enumerated herein at the prices and under the conditions indicated.

Signed _____
 Firm Name _____
 Telephone number _____ Date _____
 Fax Number _____
 Federal Taxpayer ID _____

**Bidder
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NOTICE TO BIDDERS: Unless the following term of assurance that the above offer is irrevocable is signed, the offer submitted herein shall not be deemed to be complete.

The foregoing offer shall be irrevocable for 90 days after the date on which the Port Authority of New York and New Jersey opens this proposal.

Signed _____ Date _____
 Firm Name _____

TERMS AND CONDITIONS

1. The Port Authority (PA) reserves the right to request information relating to seller's responsibility, experience and capability to perform the work.
2. Unless otherwise provided, complete shipment of all items must be in one delivery FOB delivery point. Payment will not be made on partial deliveries unless authorized in advance by the party to be charged and the discount, if any, will be taken on the total order.
3. PA payment terms are net 30 days. Cash discounts for prompt payment of invoices may be taken but will not be considered in determining award, except in the case of tie bids.
4. Separate unit and total FOB delivered prices must be shown.
5. Sales to the PA and to PATH are currently exempt from New York and New Jersey State and local taxes and generally from federal taxation. The seller certifies that there are no federal, state, municipal or any other taxes included in the prices shown hereon.
6. The PA shall have the absolute right to reject any or all proposals or to accept any proposal in whole or part and to waive defects in proposals.
7. Unless the phrase "no substitute" is indicated, bidder may offer alternate manufacturer / brands, which shall be subject to Port Authority approval. Please indicate details of product being offered with bid.
8. Acceptance of seller's offer will be only by Purchase Order Form signed by the PA. No change shall be made in the agreement except in writing.
9. If the seller fails to perform in accordance with the terms of this purchase order, the PA may obtain the goods or services from another contractor and charge the seller the difference in price, if any, a reletting cost of \$100, plus any other damages to the PA.
10. Upon request, sellers are encouraged to extend the terms and conditions of any terms agreement with the PA to other government and quasi-government entities by separate agreement.
11. By signing this quotation or bid, the seller certifies to all statements on Form PA 3764A regarding non-collusive bidding; compliance with the PA Code of Ethics; and the existence of investigations, indictments, convictions, suspensions, terminations, debarments and other stated occurrences to assist the PA in determining whether there are integrity issues which would prevent award of the contract to the seller. The PA has adopted a policy set forth in full on PA 3764A, that it will honor a determination by an agency of the State of New York or New Jersey that a bidder is not eligible to bid on or be awarded public contracts because the bidder has been determined to have engaged in illegal or dishonest conduct or to have violated prevailing wage legislation. The Terms and Conditions of PA 3764A apply to this order. A copy can be obtained by calling (201) 395-3405 or at <http://www.panynj.gov/business-opportunities/become-vendor.html>
12. The vendor may subcontract the services or use a supplier for the furnishing of materials required hereunder to such persons or entities as the Manager, Purchasing Services may from time to time expressly approve in writing. All further subcontracting shall also be subject to such approval.
13. The successful bidder (vendor) shall not issue nor permit to be issued any press release, advertisement, or literature of any kind, which refers to the Port Authority or that goods will be, are being or have been provided to it and/or that services will be, are being or have been performed for it in connection with this Agreement, unless the vendor first obtains the written approval of the Port Authority. Such approval may be withheld if for any reason the Port Authority believes that the publication of such information would be harmful to the public interest or is in any way undesirable.
14. Neither the Commissioners of the Port Authority, nor Directors of PATH, nor any of them, nor any officer, agent or employee thereof, shall be charged personally by the Contractor with any liability, or held personally liable to the Contractor under any term or provision of this Agreement, or because of its execution or attempted execution, or because of any breach, or attempted or alleged breach, thereof.

Instructions for Submission of Pricing Using ELECTRONIC COPY – COMPACT DISC

BID NO. 35780 – METAL PRODUCTS AND MISCELLANEOUS SHEETMETAL – TWO (2) YEAR REQUIREMENTS CONTRACT

The Pricing Sheets for the referenced bid are available in Excel (.xls) format via the following link: [Pricing Sheets for Bid](http://www.panynj.gov/business-opportunities/bid-proposal-advertisements.html). These Instructions are made part of the Bid, which is available online at <http://www.panynj.gov/business-opportunities/bid-proposal-advertisements.html>. Please complete only the columns entitled “Unit Price” and “Alternate ‘As Equal’ Mfr. And Model No.” If you are bidding on the manufacturer and model number already specified in the item description, you are not required to enter them again. However, if you are offering an alternate, enter the manufacturer and model number you intend to supply.

NOTE: THE EXCEL SPREADSHEET CONTAINS PARTIAL DESCRIPTIONS OF THE LINE ITEMS - YOU MUST REFER TO THE HARD COPY OF THE BID FOR FULL LINE-ITEM DESCRIPTIONS.

Prices shall be submitted as follows:

- **Enter bid prices on the Excel spreadsheet and copy to CD (the preferred method of price submission):**
 - To enter prices onto the Excel spreadsheet, first save the spreadsheet onto your local computer, enter your prices, and burn the new file onto a CD for submission.
 - Submit a hard-copy printout of the completed Excel pricing sheets together with the CD and a signed hard copy of the Request for Quotation (RFQ) form, including your company information and “Total Delivered Price”.
 - Submit the CD, a printout of the Excel pricing sheets, and the signed RFQ together in a sealed bid envelope. It is in the bidder’s best interest to include the printout with the CD, as any problems associated with the condition of the CD is the bidder’s responsibility.
- **OR** -
- **Submit bid prices on the hard copy of Request for Quotation:**
 - Complete and submit pricing on the hard copy RFQ, and return it signed in sealed bid envelope. Prices on the hard copy RFQ will be accepted as the bid amount only if a CD and a printout of the CD are not provided.

NOTE: Only the fields entitled “Unit Price” and “Alternate ‘As Equal’ Mfr. And Model No.” are available for input on the Excel spreadsheet. All other fields have been protected and embedded with a formula for automatic calculations for “Total Estimated Two Year Contract Price”.

IN THE EVENT OF A DISCREPANCY, THE FOLLOWING WILL APPLY:

- | |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none">• A discrepancy between the CD and printout of CD, the printout shall prevail.• A discrepancy between the CD, printout of CD, and prices inserted in the bid sheets, the printout of the CD shall prevail.• A discrepancy between the CD and prices inserted in the RFQ, the CD shall prevail. |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

WAREHOUSE REQUIREMENT CONTRACT**Information for Bidders****1. AWARD METHOD****AWARD TO SINGLE BIDDER:**

It is the intent of the Port Authority of New York and New Jersey (the "Port Authority") to award an order to one Bidder based on the total estimated delivered price for all items. However, the Port Authority shall have the absolute right to reject any or all bids or to accept any bid in whole or in part and to waive defects in bids.

2. CORRECTION IN COMPUTATION

Each Bidder shall insure that all information and figures are inserted as required and that all computations have been verified for accuracy. Bidders are advised that the Port Authority may verify only the quotation or quotations that it deems appropriate and may not check each bid for errors in computation. The Port Authority reserves the unqualified right to recalculate any and all extensions set forth by the Bidder. In the event there is a discrepancy between any unit price listed and the "Estimated Total Price" or the "Total Estimated Contract Price," the Bidder's unit price, shall prevail.

3. ACCEPTABLE PRODUCTS

This Bid calls for specific brands and/or manufacturers that have been deemed acceptable for the purpose intended. Bidders may not offer alternate brands.

4. ENERGY STAR

Where applicable, the Bidder shall make best efforts to provide products that earn the ENERGY STAR and meet the ENERGY STAR specifications for energy efficiency. The Bidder is encouraged to visit www.energystar.gov for complete product specifications and updated lists of qualifying products.

5. CERTIFICATION OF RECYCLED MATERIALS

Bidders are requested to submit, with their bid, Attachment I-A "Certified Environmentally Preferable Products / Practices Form", attesting that the products or items offered by the Bidder contain the minimum percentage of post-consumer recovered material in accordance with the most recent guidelines issued by the United States Environmental Protection Agency (EPA), or, for commodities not so covered, the

minimum percentage of post-consumer recovered materials established by other applicable regulatory agencies. The data submitted by the Bidder in Attachment I-A is being solicited for informational purposes only.

Recycling Definitions:

For purposes of this solicitation, the following definitions shall apply:

- a. **"Recovered Material"** shall be defined as any waste material or by-product that has been recovered or diverted from solid waste, excluding those materials and by-products generated from, and commonly reused within, an original manufacturing process.
- b. **"Post-consumer Material"** shall be defined as any material or finished product that has served its intended use and has been discarded for disposal or recovery having completed its life as a consumer item. "Post-consumer material" is included in the broader category of "Recovered Material".
- c. **"Pre-consumer Material"** shall be defined as any material or by-product generated after the manufacture of a product but before the product reaches the consumer, such as damaged or obsolete products. Pre-consumer Material does not include mill and manufacturing trim, scrap, or broken material that is generated at a manufacturing site and commonly reused on-site in the same or another manufacturing process.
- d. **"Recycled Product"** shall be defined as a product that contains the highest amount of post-consumer material practicable, or when post-consumer material is impracticable for a specific type of product, contains substantial amounts of Pre-consumer Material.
- e. **"Recyclable Product"** shall be defined as the ability of a product and its packaging to be reused, reconditioned for use, or recycled through existing recycling collection programs.
- f. **"Waste Reducing Product"** shall be defined as any product that will result in less waste generated due to its use rather than another product designed to serve the same function with an greater waste generation rate. This shall include, but not be limited to, those products that can be reused, refilled or have a longer life expectancy and contain a lesser amount of toxic constituents.

STANDARD TERMS AND CONDITIONS**1. GENERAL AGREEMENT**

The Vendor agrees to furnish and deliver on an "as needed" basis to the Port Authority's warehouses as set forth herein, the Authority's warehouse requirements for the items set forth in the "Request for Quotation" form, within the calendar days indicated in paragraph 4 below. The furnishing and delivery shall be at the prices quoted in the Request for Quotation, and shall be fixed and firm for the duration of the contract. The contract term is **2 YEARS**. There shall be no minimum quantities or dollars per Purchase Order release. The dollar value of this requisition is for evaluation purposes only and there are no guarantees as to the actual amount, if any, that may be ordered. In full consideration for the performance of all duties and obligations hereunder, the Vendor agrees to accept from the Port Authority a compensation consisting of payment for the items or services supplied by the Vendor computed at the bid prices quoted in the Request for Quotation. The "Unit Prices" quoted **shall not** exceed two decimal places.

2. EXTENSION PERIOD

The Port Authority shall have the absolute right to extend the Base Term for an additional period of up to one hundred and twenty (120) days subsequent to the Expiration Date of the Base Term, or the Expiration Date of the final exercised Option Period (hereinafter called the "Extension Period"), subject to the same terms and conditions as the previous contract period. The prices quoted by the Contractor for the previous contract period shall remain in effect during this Extension Period without adjustment. If it so elects to extend this Contract, the Port Authority will advise the Contractor, in writing that the term is so extended, and stipulate the length of the extended term, at least thirty (30) days prior to the expiration date of the previous contract period.

3. FACSIMILE EQUIPMENT

The Vendor shall have available a facsimile machine for receipt of releases via facsimile message from the Port Authority.

4. PURCHASE ORDERS

Releases against the Contract for the Port Authority warehouse(s) will be coordinated using Purchase Orders issued by the Material Control Group located at 2 Montgomery Street, Jersey City, NJ 07302. Purchase Orders may be verbal or in writing. If verbal, the Port Authority will confirm all orders by a facsimile hard copy transmission bearing the stock number, quantity, delivery location and Purchase Order number. The Vendor shall accept Purchase Orders only from the Material Control Group. The Vendor shall deliver within **5 CALENDAR DAYS**, from receipt of Purchase Order. There shall no minimum quantities or dollars per Purchase Order release.

5. ADDITIONAL ITEMS

Additional related items may be added to this contract by the Manager, Purchasing Services Division. If the items on the contract were bid at a specified discount off list price, additional items, as determined by the Manager, Purchasing Services, shall be priced at the same discount. Prices for items not covered by a discount off list price may be negotiated or bid by the Buyer, and added to the order if prices are deemed acceptable. The Port Authority shall not be obligated to add new items to the contract unless it is in the best interest of the Port Authority.

All items to be added shall be set forth in a change order.

6. DELIVERY

Delivery shall be, FOB delivered, to any or all warehouses listed. All deliveries shall be made between the hours of 7:00 a.m. and 2:30 p.m. unless otherwise noted in the specifications. The Vendor MUST follow the instructions in paragraph 6 for the proper method of making deliveries. Failure to do so may result in delayed payments.

A. All deliveries must be accompanied by an original packing slip which, shall always contain:

1. The Port Authority Purchase Order.
2. The Port Authority Stock Number.
3. A description of each item.
4. The quantity shipped of each item.
5. The Vendor's packing slip/invoice number.

B. The Vendor shall not combine orders.

In the event the Vendor receives more than one separate and distinct purchase order for one delivery point, the Vendor shall package each order individually though delivery is made to the same location simultaneously. Each separate order must be accompanied by its own packing slip/invoice containing all information numbered 1 through 5 in Paragraph A above.

C. Shipping cartons shall not contain loose and/or unmarked items.

D. Unless otherwise provided, complete shipment of all items must be in one delivery.

Only in extenuating circumstances partial deliveries to Port Authority warehouses will be accepted. When partial deliveries are made, the receiving warehouse must be notified as to when the balance of the order will be shipped

7. DELIVERY CONDITIONS

The Port Authority estimates an average of **2 deliveries** per month to any one, or combination of delivery points listed. This number is based on past requirements and constitutes no guarantee as to the actual number of deliveries, or the delivery sites. Delivery of material must be within 5 calendar days from receipt of purchase order.

8. DELIVERY LOCATIONS AND RESTRICTIONS

All shipments must be 'inside delivery' except where noted below.

Central Warehouse
777 Jersey Ave.
Jersey City, NJ 07201
(201) 386-6806

JFK Int'l Airport Warehouse
P.A. Administration Bldg. 14
Jamaica, NY 11430
(718) 244-3679

Newark Liberty Int'l Airport
Building #11 Warehouse
Newark, NJ 07114
MUST BE 'TAIL GATE DELIVERY'
(973) 961-6250

LaGuardia Airport Warehouse
Bldg. 2B, Hanger 7 S.Wing
Jackson Heights, NY 11371
MUST BE 'TAIL GATE DELIVERY'
(718) 533-3523

GWB Warehouse
220 Bruce Reynolds Blvd.
Fort lee, NJ 07024
(201) 346-4127

9. LEGAL HOLIDAYS

Except where otherwise specified, all of the following holidays will be observed at the Facility. Where specified, these holidays shall mean and include:

New Year's Day	Labor Day
Martin Luther King, Jr. Birthday	Columbus Day
Lincoln's Birthday	Veterans Day
President's Day	Thanksgiving Day
Memorial Day	The day after Thanksgiving Day
Independence Day	Christmas

10. MATERIAL SAFETY DATA SHEETS

When required by Federal, State or Local law, a Material Safety Data Sheet must be included with all deliveries.

11. UNION JURISDICTION

The Vendor is advised to ascertain whether any union now represented or not represented at the facility will claim jurisdiction over any aspect of the operation to be performed hereunder including delivery.

12. BILLING

An invoice with a unique invoice number must be issued for all deliveries. The vendor must attach backup delivery receipts with Purchase Order number. Mail all invoices to: The Port Authority of New York and New Jersey, Accounts Payable, 1 PATH Plaza, 3rd Floor, Jersey City, New Jersey 07306.

13. NON-PERFORMANCE OF VENDORS DUTIES RELETING CHARGES

If the Vendor fails to perform in accordance with the terms of this Contract, the Port Authority may obtain the goods or services from another Vendor and charge the seller the difference in price, if any, plus a reletting cost of \$100, plus any other damages to the Port Authority.

14. TERMINATION

The Port Authority may terminate this contract with cause at any time and without cause within 5 business days written notice to the vendor and in such an event this Contract shall cease and expire on the date set forth in the notice of termination as fully and completely as though such date was the original expiration date. Such cancellation shall be without prejudice to the rights and obligations of the parties arising out of portions of this agreement already performed but no

allowance shall be made for anticipated profits. The Vendor shall complete delivery of all items ordered before receipt of the notice of termination.

15. CONFLICT OF TERMS AND CONDITIONS

In the event of any conflict between these "warehouse requirement contract terms and conditions" and the terms and conditions on the "Request for Quotation" form, these standard terms and conditions shall prevail.

16. PURCHASE BY OTHER GOVERNMENT AGENCIES

Upon such request, vendors who are awarded contracts are encouraged to extend the terms and conditions of these contracts under separate agreement, to other government and quasi-governmental entities.

ATTACHMENT I -A - Certified Environmentally Preferable Products/Practices

Bidder Name: _____ Date: _____

In line with the Port Authority of New York and New Jersey’s (The “Port Authority”) efforts to promote products and practices which reduce the Port Authority’s impact on the environment and human health, Bidders are encouraged to provide information regarding their environmentally preferable/sustainable business practices as they relate to this contract wherever possible. Bidders are requested to complete this form and submit it with their response, if appropriate. Bidders are requested to submit appropriate documentation to support the items for which the Bidder indicates a “Yes” and present this documentation in the proper sequence of this Attachment.

1. Packaging

Has the Bidder implemented any of the following environmental initiatives? (A checkmark indicates, “Yes”)

- ___ Use of corrugated materials that exceed the required minimum EPA recommended post-consumer recycled content
- ___ Use of other packaging materials that contain recycled content and are recyclable in most local programs
- ___ Promotes waste prevention and source reduction by reducing the extent of the packaging and/or offering packaging take-back services, or shipping carton return
- ___ Reduces or eliminates materials which have been bleached with chlorine or chlorine derivatives
- ___ Eliminates any packaging that may contain polyvinyl chloride (PVC), or polystyrene or heavy metals

2. Business Practices / Operations / Manufacturing

Does the Bidder engage in practices that serve to reduce or minimize an impact to the environment, including, but not necessarily limited to, the following items? (A checkmark indicates, “Yes”)

- ___ Recycles materials in the warehouse or other operations
- ___ Use of alternative fuel vehicles or vehicles equipped with diesel emission control devices for delivery or transportation purposes
- ___ Use of energy efficient office equipment or signage or the incorporation of green building design elements
- ___ Use of recycled paper (that meets federal specifications) in their marketing and/or resource materials
- ___ Other sustainable initiative

3. Training and Education

Does the Bidder conduct/offer a program to train or inform customers and employees of the environmental benefits of the products to be offered under this contract, and/or does the Bidder conduct environmental training of its own staff?

- Yes No If yes, Bidder is requested to attach a description of the training offered and the specific criteria targeted by the training.

4. Certifications

Has the Bidder or any of its manufacturers and/or subcontractors obtained any of the following product / industry certifications? (A checkmark indicates, “Yes”)

- ___ ISO 14000 or adopted some other equivalent environmental management system
- ___ Other industry environmental standards (where applicable), such as the CERES principles, LEED Certification, C2C Protocol, Responsible Care Codes of Practice or other similar standards
- ___ Third Party product certifications such as Green Seal, Scientific Certification Systems, Smartwood, etc.

METAL PRODUCTS

Bid # 35780

If yes, Bidders are requested to attach copies of the certificates obtained.

I hereby certify, under penalty of the law that the above statements are true and correct.

Name

Date