



City of Conway
Office of the Mayor

Mayor Tab Townsell
[Hwww.cityofconway.org](http://www.cityofconway.org)

**INVITATION
TO THE VENDOR ADDRESSED:**

Bidders are invited to furnish the items listed herein in accordance with the terms and conditions attached. Sealed bids must be in the Office of the Mayor; no later than 10:00am, Thursday, October 3rd, 2013 at which time all bids will be opened and read in the Downstairs Conference Room in City Hall. Successful bidders will receive purchase order, within 30 days after City Council approval, if necessary. ***Unsigned bids will be rejected.***

Invitation to Bid No. 2013-24
Conway Sanitation Department
General Mechanic Tool Box & Tool Set

City of Conway Bid Specifications

General Mechanic Tool Box

It is intended that the following set of bid specifications be used as a guideline for 9 (nine) new and unused tool boxes to hold general mechanic tool set. They must be of the highest quality. A complete copy of the warranty should be provided.

Awarded bidder must deliver the tool boxes within 30 days after receiving notice of award via a City of Conway issued, signed, and dated Purchase Order. All specifications are set at a minimum. Any exceptions must be listed and submitted to the City of Conway Sanitation Dept. within 5 business days before bid is awarded.

General Specifications:

- ∞ Tool Boxes must be approximately 41" width x 18" depth
- ∞ Must consist of a top chest with at least 8 (eight) drawers and gas struts hinged lid
- ∞ Bottom cabinet will have at least 11 drawers with heavy duty casters; 2 that swivel and lock
- ∞ Tool Box must be powder coated and having locking mechanism
- ∞ All must be keyed differently
- ∞ Drawers must be ball bearing style with liners
- ∞ All tool boxes will be the same color

GENERAL MECHANIC TOOL SET

It is intended that the following set of bid specifications be used as a guideline for 9 (nine) new and unused tool sets to complete a general mechanic tool set. They must be of the highest quality with 85% of tools to be made in the USA. A representative must be on hand weekly to insure all warranty issues are resolved. All tools will have a lifetime warranty.

A complete copy of the warranty must be provided. Awarded bidder must deliver the complete set within 30 days after receiving notice of award via a City of Conway issued, signed, and dated Purchase Order. All specifications are set at a minimum.

Any exceptions must be listed and submitted to the City of Conway Sanitation Dept. within 5 business days before bid is awarded.

General Specifications:

- ∞ Combination SAE wrenches ¼-2 inches
- ∞ Combination metric wrenches 6mm-24mm
- ∞ Combination SAE ratcheting wrenches 5/16-3/4in
- ∞ Combination metric ratcheting wrenches 8mm-19mm
- ∞ Deepwell impact ½ drive SAE sockets 7/16-1 1/2
- ∞ Deepwell impact ½ drive metric sockets 10mm-25mm
- ∞ Standard depth ½ drive SAE sockets
- ∞ Standard depth ½ drive metric sockets
- ∞ Breaker bar ½ drive
- ∞ Ratchet ½ drive
- ∞ 3/8 drive socket set SAE and metric with ratchet
- ∞ 1/4 drive socket set SAE and metric with ratchet
- ∞ Various extensions ½, 3/8, 1/4 drive, various lengths
- ∞ 3/4 to ½ adaptor
- ∞ 1/2 to ¾ adaptor
- ∞ 3/4 drive socket set with breaker
- ∞ 1/2 drive heavy duty impact
- ∞ 3/8 drive heavy duty impact
- ∞ Torx sockets T8-T55
- ∞ Hex head driver SAE 3/8 drive 1/8-3/8
- ∞ Hex head driver metric 3/8 drive 4mm-10mm
- ∞ 48oz deadblow hammer

- ∞ 24oz ballpeen hammer
- ∞ 4(four) various pry bars from 8in-36in with striking capability
- ∞ 4(four) various sized channel lock style pliers
- ∞ Diagonal pliers
- ∞ 3(three) various needle nose pliers
- ∞ 4(four) various sized locking pliers(vise grips)
- ∞ Heavy duty wire stripper and crimping pliers
- ∞ 18in pipe wrench
- ∞ 24in pipe wrench
- ∞ 3(three) various size adjustable wrench
- ∞ 10(ten) various sized heavy duty screw drivers
- ∞ Quality drill bit set 25+
- ∞ Digital multimeter
- ∞ 6/12volt test light
- ∞ Punch and chisel set
- ∞ Heavy duty angle head die grinder

Additional Information:

- The bidder shall include all charges, including taxes, fees, freight charges, shipping, etc. (if applicable)
 - The bidder needs to include an anticipated delivery date (if applicable)
- In submitting this bid, it is understood by the undersigned bidder that the right is reserved by the City of Conway to reject any and all bids, to waive any informalities, and to accept the bid deemed to be in their best interest.

Contact Information:

Cheryl Harrington

Danny Alford

Cheryl.harrington@cityofconway.org

Danny.alford@cityofconway.org

501.450.6155

Bid specifications can be obtained from our website:

www.cityofconway.org

Please ensure timely delivery by 10:00am prior to the bid date.

If you have any questions regarding submission of bids, please contact Felicia Rogers @ 501.450.6110. All bids must be sealed. No faxed or emailed bids will be accepted.

As always the City of Conway appreciates your business.



City of Conway – Mayor’s Office
Bid Number: 2013-24
General Mechanic Tool Box & Tool Sets
Bid Opening Date: Thursday, October 3rd, 2013
City Hall, Downstairs Conference Room @ 10:00am

Total Cost of (9) Tool Box Set: \$ _____

Total Cost of (9) Tool Set \$ _____

Anticipated Delivery Date: _____

Authorized Agent bidding on this project:

Company Name

Company Representative Name

Representative’s Signature Date

Address Email Address

City State Zip

Telephone Number Fax Number

Unsigned bids will be rejected

City of Conway – Mayor’s Office
Terms & Conditions
[Hwww.cityofconway.org](http://www.cityofconway.org)
Important – Read Carefully

By Submission of bid, bidder certifies that he has read all terms and conditions and that bid is submitted in accordance therewith.

1. Prices quoted will be considered to be net prices unless otherwise stated by the bidder. Cash discounts requiring payments in less than 30 days will not be considered in making awards.
2. Prices quoted shall be FOB Conway unless otherwise specifically stated on proposal. In either case, delivery charges must be prepaid.
3. All charges including taxes, shipping, freight, and any miscellaneous taxes shall be included in prices quoted, if applicable.
4. Bidder certifies that he will make delivery of items for which he bids within 10 days after receipt of award – **unless otherwise specifically stated**. Time of delivery in excess of 10 days may be considered a factor in making awards.
5. In case of default of contractor in making deliveries as per contract, the City may procure the articles or services from other sources and hold the contractor responsible for all excess costs occasioned thereby. Bidder’s record as to satisfactory performance under previous contracts will be considered a factor in making awards and retention on bid lists.
6. The City reserves the right to reject any or all bids, in part or in whole and to waive information in bids received.
7. If not otherwise specified, bidder must furnish brand names with catalog number, if any, on items which are offered as “equal.” In all such cases the burden of establishing equality is upon the bidder and failure to do so within a reasonable time may result in rejection. Alternative bids will not be considered unless no other type bid for the item is received.
8. In the case of equal or tie bids, preference will be given to Arkansas bidders. Other than as stated in the first sentence, awards on tie bids will be made at the discretion of the purchasing official. In such cases, “splitting” will be avoided and awards of previous contract(s) to one or more of the bidders will not be a factor.
9. In the event that bidder is unable to furnish all of an item, bids on portions thereof may be considered.
10. Final inspections and acceptance or rejection will be made after delivery. Items rejected because of non-conformance shall be removed and replaced immediately with those which meet specifications, all at the expense of the contractor. In the event that necessity requires the use of non-conforming items, payment therefore will be made at a proper reduction in price which shall be not greater than contractor’s actual cost by purchase, fabrication, manufacture or other production method plus transportation paid to carriers. All costs in connection with testing items that do not meet specifications shall be paid by contractor.
11. Quality, time of performance, probability of performance, and location of bidder will be factors in awards of all contracts.
12. The City reserves the right to purchase any, all or none of the items listed, in combinations thereof that may be in the best interest of the City of Conway.
13. The City reserves the right to change any specifications, terms and/or conditions at any time, with adequate notice in writing to bid invitees of those changes, if any.
14. The City is qualified for “GSA” pricing schedules, **if available and applicable**.
15. The City reserves the right to waive any informalities or minor defects, but this shall not be construed to indicate waiver of any specification, term and/or condition unless in the best interest of the City in the judgment of the City.
16. **CONSTRUCTION/INSTALLATION:** Any construction work that is worth \$20,000 or more must comply with Arkansas Code Annotated § 22-9-204.

17. **Arkansas Prevailing Wage Law A.C.A. §22-9-301 through 3-15:** The City of Conway, general contractors or any subcontractors is subject to the Arkansas Prevailing Wage Law, A.C.A. **§22-9-301 through 3-15**.
The Labor Standards Division enforces laws related to [prevailing wage](#) (PDF). Arkansas's prevailing wage law is commonly referred to as the "little Davis-Bacon Act." The law requires the division to issue a wage determination for each public works project where the cost of all labor and materials exceeds \$75,000. *Exemptions are public school construction; work done for or by any drainage, improvement, or levee district; highway, road, street or bridge construction and maintenance, or related work contracted for or performed by incorporated towns, cities, counties, or the Arkansas Highway Department.* If you need a copy of the Prevailing wage Regulation and Laws that are required; this information is available at http://www.arkansas.gov/labor/pdf/prevailing_wage_regs.pdf.
18. **PROHIBITED INTEREST CONDITION:** No official of the City authorized on behalf of the City to specify, plan, design, negotiate, make, accept or approve, or take part in specifying, planning, negotiating, making, accepting or approving any construction or material purchase contract or any subcontract in connection with any purchase made by the City of Conway shall become directly or indirectly interested personally in the purchase in the purchase or any part thereof.
19. **EQUAL OPPORTUNITY IN EMPLOYMENT:** All qualified bidders will receive consideration without regard to race, color, religion, sex, age, disability or national origin.