

**Invitation to Bid
New Hampshire SAU #55
Heating Oil 2018-19**

SAU 55 (comprising the Timberlane Regional School District and the Hampstead School District) will receive sealed bids for providing fixed price # 2 heating oil for six schools in the two districts for the 2017-2018 heating season per the specification document. **All bids must be received in the Office of the Superintendent, 30 Greenough Rd, Plaistow, NH 03865, no later than 11:00 AM on Friday October 26, 2018.** Bids will be publicly opened and read at 11:00 AM on Friday October 26 2018.

Specifications and locations are found as "Attachment A"

Instructions:

All bids must be sealed in plainly marked envelopes, with both the name of the company submitting the bid and the phrase "Bid Proposal - Heating Oil on the outside of the envelope. ***All bids are to be clearly noted on the bid worksheet sheet labeled as "Attachment B"***

The bidder shall submit a statement with the bid, indicating school experience, together with the names of school districts previously and/or currently served, the dates involved and the scope of the services performed and three (3) references.

The SAU may make investigation, as they deem necessary to determine the ability of the Bidder to perform the work. The Bidder shall furnish to the SAU all such information and data for this purpose as the SAU may request. The Superintendent reserves the right to accept or reject any and all bids or any item(s) thereof, and to waive any informalities in the bid process and to cancel in part or in its entirety the request for bid and to award the contract as the Superintendent deems to be in the best interests of the School Districts. The School Districts further reserve the right to select the bid that best meets the District's needs as determined by the Superintendent. While price will be a substantial factor in the decision, the Superintendent reserve the right to select a vendor without the lowest cost proposal. Any deviation from the conditions and specifications must be clearly expressed by each Bidder in the appropriate space on the bid forms. Unless so stated by the Bidder and accepted by the Districts, all conditions and specifications apply.

Any fraudulent or inaccurate statements or willful concealment of relevant information by the Bidder are grounds for rejection of that bid and for the termination of any subsequent contract there from.

Bidders may not withdraw bids after bid opening.

The successful Bidder, hereinafter referred to as the contractor, shall be prepared to enter into a written contract with the two school districts upon written acceptance of the bid by the Districts. The term of the contract will extend until May 31, 2019.

Variations and inaccuracies in the specifications must be brought to the attention of the Business Operations Coordinator, Thomas Geary, 30 Greenough Road, Plaistow, NH 03865 (email:thomas.geary@sau55.net) in writing no later than October 23, 2018.

ATTACHMENT A

SAU 55
30 Greenough Rd. Plaistow, NH 03865

servicing: **Timberlane Regional School District**
Hampstead School District

2018-19 #2 HEATING OIL specification document

SCHOOL DISTRICT	BUILDING	TANK PHYSICAL LOCATION	LOCATION CONTACT NAME, TELEPHONE, EMAIL	TANK ID #	TANK SIZE	AVG ANNUAL USAGE in GALLONS	DELIVERY TYPE PEDAL TRUCK-P/T TRACTOR TRAILER - T/T	SPECIAL REQUIREMENTS VENDORS SHOULD BE AWARE OF	
1	Atkinson Academy	17 Academy Ave. Atkinson, NH 03811	Thomas Geary 603.382.6119 x2250 thomas.geary@sau55.net	111169	10,000 gal above ground	22,500	P/T	NONE	
2	Danville Elementary	23 School St Danville, NH 03819			111164	10,000 gal in ground	17,000	P/T	NONE
3	Sandown Central Elementary	295 Main St Sandown, NH 03873			111167	10,000 gal in ground	12,000	P/T	NONE
4	Sandown North Elementary	23 Stagecoach Rd Sandown, NH 03873			115514	10,000 gal in ground	13,000	P/T	NONE
Timberlane Total						64,900			

Hampstead School District

5	Hampstead Central School	21 Emerson Ave. Hampstead, NH 03841	Thomas Geary 603.382.6119 x2250 thomas.geary@sau55.net	110886	10,000 gal in ground	15,000	P/T	NONE	
6	Hampstead Middle School	28 School St Hampstead, NH 03841			110885	10,000 gal in ground	25,000	P/T	NONE
Hampstead Total						40,000			

SAU 55 Total 104,500

ATTACHMENT B - BID WORKSHEET

#2 HEATING OIL

PRICE PER GALLON \$ _____

Prompt Pay Discount % _____

(If paid within 15 Days)

SUBMITTED BY:

Signature

Date

Name

Company Name

Street

City/Town

State

Zip

Tel. Number

Email