



MUNICIPALITY OF MONROEVILLE

AN EQUAL OPPORTUNITY EMPLOYER

NOTICE TO BIDDERS

PROPOSAL FOR ROADWAY CRACK SEALANT

DATE: _____

COMPANY: _____

AUTHORIZED AGENT (print): _____

AUTHORIZED AGENT (signature): _____

ADDRESS: _____

TELEPHONE: _____

FAX: _____

ORDERING CONTACT EMAIL: _____

PROPOSAL FOR ROADWAY CRACK SEALANT

SPECIFICATIONS:

1. The prospective Bidder will furnish (not deliver) the following materials to the Municipality of Monroeville.

ITEM	EST. QTY	UNIT	DESCRIPTION	UNIT PRICE	TOTAL
1	25,200	LB	CRAFCO ROADSaver 221 PART #34221 (PLEXI-MELT)/ SEALMASTER CRACKMASTER 3405 (MELTABLE PACKAGING)		
2	36	PAILS	CRAFCO DETACK PART #34681/ SEALMASTER TACK AWAY (5-GAL PAIL)		

TOTAL FOR ALL ITEMS BID _____

GENERAL REQUIREMENTS OF BIDS:

1. Bidders must meet all of the following general requirements.
2. Check legal advertisement for date and time of bid opening.
3. Bid bond or certified check in the amount of ten (10) percent of the total bid is required. **A separate bid bond is required for each commodity bid.**
4. All bids held firm for sixty (60) days after bidding.
5. The Municipality will award bids on an individual line item basis.
6. **All bid prices, once accepted by Council, shall remain firm for a period of one (1) year from the award date.**
7. Bid prices must be delivered prices to the Public Works Facility, 200 Starr Drive, unless otherwise stated.
8. Orders must be delivered within 30 calendar days of order placement or the Municipality reserves the right to disqualify the vendor for the remainder of the term in favor of the next lowest bidder.
9. Bid prices are to be free of any state, local or federal tax since the Municipality is a tax-exempt jurisdiction (tax-exempt certificate provided upon request).

10. The Municipality reserves the right to purchase more or less material than the estimated quantities listed above.
11. All sealed bids must be received by the Municipal Manager of the Municipality of Monroeville, 2700 Monroeville Boulevard, Monroeville, Pennsylvania 15146 by the published deadline and marked **CRACK SEALANT**.
12. Vendors supplying multiple bids are required to seal each and every bid individually, and clearly mark every envelope as to its contents. Once all of the bids are prepared they are placed in one single bid package, with all individual bids listed on the outside of the bid package.