**ELLISVILLE STATE SCHOOL**

**1101 Highway 11 South**

**Ellisville, MS 39437**

**601-477-5625**

**SOLICITATION FOR QUOTES FOR LEASE/RENTAL**

**OF COMMERCIAL DISHWASHING MACHINES**

**Quotes will be received by the Contract Analyst of Ellisville State School, Peter A. Stewart III, J.D. until 2:00 p.m., Thursday, November 15, 2018. Quotes are for the purpose of establishing an Ellisville State School (Agency, herein) vendor contract on the rental of dishwashing machines for a one (1) year period. Quotes may be faxed to 601-477-5848, or may be emailed to the attention of Peter A. Stewart III, J.D., Contract Analyst at** **Peter.Stewart@ess.ms.gov****.**

**ONLY QUOTES ON THIS FORM WILL BE ACCEPTED**

Quotes may be mailed to address below: Envelopes should be marked as follows:

Peter A. Stewart III, J.D. Dishwashing Machine Rental Quote

1101 Highway 11 South November 15, 2018

Ellisville, MS 39437 Attn: Peter A. Stewart III, J.D.

 Contract Analyst

The Ellisville State School (Agency, herein) is seeking a vendor contract for the rental/lease of dishwashing machines and the maintenance thereof for a term of one (1) year beginning November 28, 2018 and ending November 27, 2019. There shall be three (3) optional renewals of the original one (1) year contract. Quotes will be accepted until the deadline of 2:00 p.m., Thursday, November 15, 2018, and a contact shall be awarded to the lowest responsive quote.

Delivery terms shall be FOB Ellisville State School. Delivery shall be made within five (5) days after receipt of order.

Agency’s intent is to award a vendor contract to the total lowest and best contractor meeting the minimum requirements. However, Agency reserves the right to award the contract to the vendor based on the best interest of the Agency. Agency reserves the right to waive irregularities and to reject any or all quotes. Agency is an equal opportunity employer MFHV.

The effective dates shall be November 28, 2018 to November 27, 2019.

Agency reserves the right to extend the contract for an additional year, up to three (3) times, with the same pricing, terms and conditions pending agreement between Agency and vendor having been reached and the availability of funds.

Availability of Funds: Mississippi statutory law provides that state entities may be released from rental contracts should (legislative) funding not be made available to continue such leases/rentals.

Brands and model numbers must be indicated as requested. Product information and brochures shall be provided upon request. Any cost associated with providing samples, brochures and other information shall be borne by the Contractor.

**BID REQUIREMENTS**

1. Contractor agrees to make delivery within 24 hours after receiving order. The Contractor shall check equipment a minimum of once every twenty (20) days for user problems and proper equipment operation.

2. Minimal acceptable response time for Contractor shall be within twenty-four (24) hours to respond to repair requests after said request is received.

3. Equipment replacement: Under the terms of this contract, faulty equipment shall be replaced by Contractor at no charge to the Agency.

4. Cancellation: Should the successful bidder fail to meet any of the servicing requirements, such incidences would constitute grounds for immediate contract cancellation.

5. Equipment: The following standards are the minimal acceptable requirements for dishwashing machines. Dish machines shall meet the required standards on dish machines of r a U.L. stamp of approval and for N.S.F. approval. Dish machines shall be available in a minimum of two (2) models under the counter, and pass through styles; shall meet the minimum health requirement standards as described in the 10.0 Regulation Food Code published by the MS state Department of Health, October 1997. Dish machines shall be low temperature, chemically sanitized machines, by definition of N.S.F. standards. The under the counter and pass through styles require a minimum water temperature of 125 degrees Fahrenheit at 50 parts per million of sanitizer. The complete wash and rinse cycle shall require 1.2 gallons of water per rack depending on water and soil conditions. Capacity of a standard 90 second cycle time should wash 37 racks per hour.

6. Installation: Contractor shall provide labor & materials necessary to install machines to the appropriate drain/water connections. Agency shall provide the power outlets in compliance with required electrical codes.

7. Electrical requirements: A standard 115 volt, 60 hz 20 amp wall outlet.

8. Supplies: Agency will purchase washing chemicals from the Contractor with the lowest and best offering on the dish machine rentals. This Contractor shall have available a state contract on dish washing chemicals. The Agency will purchase these chemicals at or below the contract price. A minimum purchase requirement will be unacceptable. Orders for supplies will be placed on an “as needed” basis.

**BID FORM**

**Under Counter Dishwashing Machines**

**Item #** **Description** **Quantity** **Price**

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 **Total\_\_\_\_\_\_\_**

**Pass-Through Dishwashing Machines**

**Item #** **Description** **Quantity** **Price**

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 **Total\_\_\_\_\_\_\_**

Failure to fully and accurately complete the quote from may cause the bid to be rejected.

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Date Name of Firm

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Telephone Firm Representative’s Signature

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Fax Print Representative’s Name

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 Address of Firm

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

 City/State/Zip