



**MISSISSIPPI
DEPARTMENT OF WILDLIFE, FISHERIES AND PARKS**

Sam Polles, Ph.D
Executive Director

Quote Proposal for Services

Advertisement Date:

June 1, 2015

Maintenance on Day-Use Bathrooms

Opening Date:

2:00 PM June 5, 2015

Quotes Received Until:

2:00 PM June 5, 2015

Notice is hereby given that quote proposals will be received in the Accounts Payable Office of the Department of Wildlife, Fisheries & Parks, 1505 Eastover Drive, Jackson, MS 39211 until **2:00 pm, June 5, 2015**, and any quote submitted after this time will be rejected and returned unopened.

A. General Information

1. Type of Service: This is a quote proposal for maintenance on the day-use bathrooms.
2. Place of Service: Leroy Percy State Park, 1400 MS-12, Hollandale, MS 39648
3. Independent Contractor: In performing services under this agreement, vendor shall be deemed an independent contractor and shall not act as nor is an agent or employee of **MDWFP**. As an independent contractor, the vendor will be solely responsible for determining the means and methods for performing the services described in the specifications. All of the vendor's activities will be at its own risk and vendor is hereby given notice of its responsibility for arrangement to guard against physical, financial, and other risks as appropriate. Vendor shall observe and abide by all applicable laws and regulations including, but not limited to, those of **MDWFP** relative to conduct on its premises.
4. Quality of Service: Vendor agrees to perform its services with standard of care, skill, and diligence normally provided by a professional organization in the performance of services. All work shall be performed to the complete satisfaction of **MDWFP**.
5. Contact: Any questions regarding the project should be directed to John Sims at 601-506-2083.
6. Vendors are responsible for examining all specifications, terms, conditions, and instructions in the Request for Quotations. Failure to do so will be at the vendor's risk.
7. Awarding the Contract: The contract is to be awarded to the lowest responsible bidder whose bid meets the requirements and criteria set forth in the Specifications.

Quote Submission

All quotes must be submitted electronically as instructed below. Please refer to the links below for the Vendor Registration website as well as tutorials. Please contact the MASH Help Desk (601-359-1343) if you require any assistance.

Registration Website

https://sus.magic.ms.gov/sap/bc/webdynpro/sapsrm/wda_e_suco_sreg?sap-client=100#

Tutorial For Registration Process

http://uperform.magic.ms.gov/ucontent/7506bb9015c348dd8c10223a706188d0_en-US/course/html/course.htm

Tutorial for Bid Submission

http://www.mmrs.state.ms.us/vendors/Supplier_Training.shtml

- Click on Supplier Self Service eLearning
- Then Click Launch Course
- In the top right corner, click MENU
- Find Lesson 2: RFx
- And follow the instructions.

Upload the following document:

Quote Proposal Form. Complete form and upload as an attachment. The attachment should be named *Quote Proposal Form*.

Quote Proposal Form

Mississippi Department of Wildlife, Fisheries, and Parks
Attention: Esther Young, Purchasing and Accounts Payable Director
P.O. Box 451
Jackson, MS 39205-0451

Description Title

Total Price

Maintenance on the Day-use Bathrooms

Brief description of services to be conducted:

- Remove all exterior wood including the facial and the trim
- Replace with 5/8 sheathing and moisture barrier
- Install hard board over sheathing
- Trim door frames and window trims to proper thickness, where needed
- Exterior is to painted using bathhouse standard colors

Having examined the specifications for Leroy Percy State Park located within the State of Mississippi, the undersigned proposes to perform as per specified for the price shown above.

Signature _____

Title _____

Company _____

Address _____

City _____ State _____ Zip _____

Telephone Number _____

Fax Number _____