



TOWN OF TEMPLETON
Department Of Public Works
381 Baldwinville Road
TEMPLETON, MASSACHUSETTS 01468
TEL: (978) 939-8666

Invitation for Bids

**For the Procurement of No. 2 Heating Oil Delivery Services Fiscal Year 2022
(July 1, 2021 through June 30, 2022)**

I. General Information and Bid Submission Requirements

- All Bids must be delivered by 12:00 noon on Friday July 23, 2021 to:

Director of Facilities
Narragansett Regional School District
462 Baldwinville Road
Baldwinville, MA 01436

The bids will be opened and recorded publicly at this time at the address listed above.

- If, at the time of the scheduled bid opening, the District Office is closed due to uncontrolled events such as fire, wind, or building evacuation, the bid opening will be postponed until 12:00 noon on the next normal business day. Bids will be accepted until that date and time.
- Please submit the bid in a sealed envelope clearly marked "2021-2022 Heating Oil Bid".
- The bid must include a non-collusion form, tax compliance certificate, bid pricing sheet, and reference form.
- The bid must be signed as follows: 1) if the bidder is an individual, by her/him personally; 2) if the bidder is a partnership, by the name of the partnership, followed by the signature of each general partner; and 3) if the bidder is a corporation, by the authorized officer, whose signature must be attested to by the Clerk/Secretary of the corporation and the corporate seal affixed.
- The contract will be awarded within thirty (30) days after the bid opening. The time for award may be extended for up to 45 additional days by mutual agreement between the District and the apparent lowest responsive and responsible bidder.

- Please contact Bob Szocik, DPW Director 978-939-8666 or via email at bszocik@templetonma.gov for any questions concerning this invitation for bids.
- The District may cancel this IFB or reject in whole or in part any and all bids, if the District determines that cancellation or rejection serves the best interests of the District.

II. Purchase Description/Scope of Services

- The purpose of this bid is for the procurement of approximately 15,000 gallons of No. 2 Heating Oil for the Town of Templeton, multiple buildings
- All bidders must provide an all-inclusive, delivered fixed price per gallon.
- Services to include delivery of fuel oil to the district properties to ensure supply is maintained through the 2021-2022 winter heating season.
- Due to location of tank, delivery truck size cannot exceed 3,000 gallons.

All locations are automatic delivery, if carrier allows a location to run out Town of Templeton is not responsible.

The deliveries will be made to the following locations:

Baldwinville Fire Department 2 School Street Baldwinville, MA 01436 3 - 275-gallon tanks	Templeton Center Fire Dept. 466 Patriots Road Templeton, MA 01468 1 - 275-gallon tank	Scout Hall 139 Patriots Road East Templeton, MA 01438 1 - 275-gallon tank	Cemetery Garage 39 Bridge Street Baldwinville, MA 01436 1 - 275-gallon tank	Templeton DPW 381 Baldwinville Road Templeton, MA 01468 1 - 2000-gallon tank
Emergency Management Bldg. 1 Elm Street Baldwinville, MA 01436 1 - 275-gallon tank	Boynton Public Library 27 Boynton Street Templeton, MA 01468 1 - 275-gallon tank	Templeton Town Hall 160 Patriots Road East Templeton, MA 01438 1 - 825-gallon tank	Cable Commission Bldg. 3 Elm Street Baldwinville, MA 01436 1 - 275-gallon tank	

III. Quality Requirements

1. Bidders must provide an all-inclusive, delivered fixed price per gallon as described in Section II: Purchase Description/Scope of Services and comply with all Bid Submission Requirements listed in Section I.
2. Bidders must have a minimum of two (2) years of satisfactory performance under at least three (3) different contracts similar in size to the proposed contract.
3. Bidders must have been a licensed retailer and servicer of the above listed for a minimum of three (3) years.

IV. Rule for Award

The contract will be awarded to the responsive and responsible bidder offering the lowest all-inclusive delivered fixed per gallon price of the item described in Section II: Purchase Description/Scope of Services

V. REFERENCE FORM

Bidder:

Bidder must submit a complete list of all supplies and contracts the past two (2) years of similar size and scope to this project, with contact names and telephone numbers.

Reference:

Address:

Contact:

Phone: _____

Fax: _____

Description and date(s) of supplies or services provided:

Reference:

Address:

Contact:

Phone:

Fax:

Description and date(s) of supplies or services provided:

Reference:

Address: _____

Contact: _____

Phone: _____

Fax: _____

Description and date(s) of supplies or services provided:

VI. BID PRICING SHEET

NO. 2 HEATING OIL DELIVERY

BIDDER:

PLEASE PROVIDE AN ALL-INCLUSIVE FIXED PER GALLON PRICE FOR ALL SERVICES NECESSARY FOR COMPLETE OPERATION AS OUTLINED IN THE SCOPE OF SERVICES.

COMPLETE PER GALLON PRICE \$

*****TO BE USED AS RULE FOR AWARD**

Please indicate any additional charges for emergency deliveries or other non-scheduled events

\$

Please include a detailed description of any additional charges referenced above

VII. CERTIFICATE OF NON-COLLUSION

The undersigned certifies under penalties of perjury that this bid, or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.

Signature of individual submitting bid or proposal

Name of business

VIII. TAX COMPLIANCE CERTIFICATION

Pursuant to M.G.L. c. 62C, §49A, I certify under the penalties of perjury that, to the best of my knowledge and belief, I am in compliance with all laws of the Commonwealth relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

Signature of person submitting bid or proposal

Name of business
