

**Request for Proposals**  
**NMCC Lab and Classroom Furniture 2015 Purchase**

Northern Maine Community College is currently seeking proposals for Lab and Classroom furniture. **Bid Deadline is Tuesday, July 14, 2015 at 2pm.** A complete list of items is included in this Request for Proposals with quantities indicated. No substitutions will be accepted. A complete version of the RFP is also available at our website: <http://www.nmcc.edu/rfp>.

The selected vendor will be notified by July 20, 2015.

The College is seeking a completed install date of August 14, 2015. Proposals shall indicate if the respondent can complete installation by the desired date (of August 14, 2015). If respondents are unable to satisfy the desired deadline, please indicate the date delivery and installation could be completed.

The quantities to be purchased are subject to change.

Freight, delivery fees and installation MUST be included on all quotes.

Proposals will be reviewed and **one vendor** will be selected using the following criteria:

| Factor          | Weight |
|-----------------|--------|
| Total Cost      | 50%    |
| Completion Date | 50%    |

Proposals are due back to the college no later July 14, 2015 at 2:00pm. If you have any questions concerning this bid, please direct them to Julie Clark by email or by telephone at (207)768-2714. Proposals can be faxed to 207-768-2831, e-mailed to [jaclark@nmcc.edu](mailto:jaclark@nmcc.edu), or sent to:

Northern Maine Community College  
Julie Clark – Lab and Classroom Furniture JM  
33 Edgemont Drive  
Presque Isle, ME 04769

The college reserves the right to reject any or all bids. See attached Notice to Bidders.

**NOTICE TO ALL BIDDERS REGARDING CONDITIONS ON BIDS  
STANDARD TERMS AND CONDITIONS APPLICABLE TO ALL MCCS CONTRACTS**

The following Maine Community College System (MCCS) standard contracting terms and conditions are incorporated and shall become a part of any final contract that will be awarded by any college or other operating unit of the MCCS. These terms and conditions derive from the public nature and limited resources of the MCCS. MCCS DOES NOT AGREE TO:

1. provide any defense, hold harmless or indemnity;
2. waive any statutory or constitutional immunity;
3. apply the law of a state other than Maine;
4. procure types or amounts of insurance beyond those MCCS already maintains or waive any rights of subrogation;
5. add any entity as an additional insured to MCCS policies of insurance;
6. pay attorneys' fees or costs for any other entity;
7. promise confidentiality in a manner contrary to Maine's Freedom of Access Act;
8. permit an entity to change unilaterally any term or condition once the contract is signed; and
9. automatic renewals for term(s) greater than month-to-month.

By submitting a response to a Request for Proposal, bid or other like offer to do business with a college or other operating unit of the MCCS, YOUR ENTITY UNDERSTANDS AND AGREES THAT:

1. The above standard terms and conditions are thereby incorporated either expressly or by reference to this notice into any agreement entered into between MCCS and your entity, and that your entity will not propose or demand any contrary terms;
2. The above standard terms and conditions will govern the interpretation of such agreement notwithstanding the expression of any other term and/or condition to the contrary;
3. Your entity will not propose to any college or other operating unit of the MCCS any contractual documents of any kind that are not in at least 11-point font and completely contained in one Word or PDF document, and that any references to terms and conditions, privacy policies or any other conditions referenced outside of the contract will not apply; and
4. Your entity will identify at the time of submission which, if any, portion or your submitted materials are entitled to "trade secret" exemption from disclosure under Maine's Freedom of Access Act; that failure to so identify will authorize MCCS to conclude that no portions are so exempt; and that your entity will defend, indemnify and hold harmless MCCS in any and all legal actions that seek to compel MCCS to disclose under Maine's Freedom of Access Act some or all of your submitted materials and/or contract, if any, executed between MCCS and your entity.

| Item # | Manufacturer | Part Number | Description  | Quantity |
|--------|--------------|-------------|--|----------|
| 1      | Tennsco      | EMB-2-3072M | Electronic Workbench, Top Drawer and Cabinet 72"x 30"d, Med Grey | 17       |
| 2      | Tennsco      | RE-18-1572  | Electronic Riser with End Supports, 72"w x 15"d x 18"H Med Grey  | 17       |
| 3      | Tennsco      | WK-1        | Wiring Kit   | 34       |
| 4      | HON          | H5905       | ComforTask 5900 Series Swivel Stool Adj Ring Pneumatic           | 32       |
| 5      | HON          | H5903       | ComforTask 5900 Series Multi-Task Swivel                         | 24       |
| 6      | HON          | HMT2448G    | Huddle 24x48 Table Top w/Edgeband                                | 1        |
| 7      | HON          | HMT2460G    | Huddle 24x60 Table Top w/Edgeband                                | 1        |
| 8      | HON          | HMAMODP48   | Modesty Panel for 48" Length Table Tops                          | 1        |
| 9      | HON          | HMAMODP60   | Modesty Panel for 60" Length Table Tops                          | 1        |
| 10     | HON          | HWTROUGH2   | 4-Trac Electrical 16 inches used for Single and Credenza         | 1        |
| 11     | HON          | HWTROUGH34  | 4-Trac Elect Wire Trough for 60" Table Tops                      | 1        |
| 12     | HON          | HMT2496G    | Huddle 24x96 Table Top w/Edgeband                                | 12       |
| 13     | HON          | HMAMODP72   | Modesty Panel for 72" Length Table Tops                          | 12       |
| 14     | HON          | HMBFLIP24XL | Huddle Flip Top Base   | 12       |
| 15     | HON          | HMBTLEG24   | Huddle Fixed Height T-leg base                                   | 2        |
| 16     | HON          | HWTROUGH58  | 4-Trac Elect Wire Trough   | 12       |
| 17     | Safco        | SAF2059BL   | Clamp-on Power and Data Module                                   | 26       |
|        |              |             | Freight  |          |
|        |              |             | Delivery Fees  |          |
|        |              |             | Installation   |          |