



Purchasing Division
Finance Department
Room 120
411 West First Street
Duluth, Minnesota 55802

218-730-5340
purchasing@duluthmn.gov

*****ADVERTISEMENT FOR BIDS*****
BID NO. 22-99412
VARIABLE REFRIGERANT FLOW EQUIPMENT

BIDS DUE: 2:00pm Central Time, Wednesday, May 11, 2022

The City of Duluth, Minnesota requests sealed bids for variable refrigerant flow (VRF) equipment for City Hall. Installation is not included in this bid. Bids must be submitted electronically through Bid Express® at www.bidexpress.com before 2:00 p.m. Central time on **Wednesday, May 11, 2022. E-MAIL BIDS WILL NOT BE ACCEPTED.**

Questions pertaining to this bid should be directed to purchasing@duluthmn.gov. **Deadline for questions and requests for approved equals must be submitted by 12:00 noon on Thursday, May 5, 2022.** Answers to questions and any approved equals will be issued in the form of an addendum on May 6, 2022.

The City Purchasing Agent will conduct a virtual public bid opening immediately after the deadline for receiving bids. Bidders may view the opening by going to the Purchasing web page at <https://duluthmn.gov/purchasing/bids-request-for-proposals/> and selecting the appropriate link.

Please review the attached General Bid Specifications. The awarded bidder will be expected to sign the city's standard supply agreement; a copy is included in the bid package.

This purchase is funded through the American Rescue Plan Act. Federal terms and conditions shall apply. The awarded bidder must have an active SAM.gov account with no exclusions. The SAM.gov registration process has been taking a couple weeks. Bidders without an existing SAM.gov account are strongly encouraged to start the process prior to submitting a bid.

Pricing shall be FOB destination with delivery to the City of Duluth City Hall, 411 West 1st Street, Duluth, MN 55802. No added freight or handling charges will be allowed. The City of Duluth is tax exempt; do not include tax in the bid price. A copy of the exemption form will be provided upon request.

Specifications may be viewed and downloaded at no cost at www.bidexpress.com. Bidders must create a free account with Bid Express®; and login to search for city projects (search by "City of Duluth" or bid number). Bid Express® charges a nominal fee for bid submission. More information can be found at https://www.bidexpress.com/vendor_resources

No alternatives to the specifications will be considered unless specifically requested. No special conditions shall be made or included in the bid.

The City of Duluth reserves the right to split the award where there is a substantial savings to the City, to waive informalities and to reject any and all bids. Price may not be the only consideration for bid award. Bids must be firm for a minimum of 60 days.

Patrice Stalvig
City Purchasing Agent