

TOWN OF GLASTONBURY

INVITATION TO BID

<u>BID #</u>	<u>ITEM</u>	<u>DATE &amp; TIME REQUIRED</u>
GL-2014-33	Glastonbury Elementary Schools Telephone, Intercom and Clock Systems Replacement	April 22, 2014 @ 11:00 a.m.

The Town of Glastonbury is seeking bids for the replacement of telephone, intercom, and clock systems at three Elementary Schools: Buttonball Lane Elementary School, 376 Buttonball Lane, Hopewell Elementary School, 1086 Chestnut Hill Road and Hebron Avenue Elementary School, 1363 Hebron Ave, Glastonbury, CT 06033

Bid packages may be obtained at The Print House LLC, 22 Krieger Lane, Unit 6, Glastonbury, CT 06033 for a nonrefundable cost of \$30. Bidders are advised to call at least 30 minutes prior to pick up.

**A mandatory pre-bid meeting and site walk through will be held starting at the Hebron Avenue Elementary School, 1363 Hebron Ave., Glastonbury, CT 06033 on April 9, 2014 at 2:00 p.m.** All bidders must attend in order for their bid to be considered.

Contractors shall comply with State Statutes concerning Employment, and Labor Practices, if applicable, and Section 31-53 of the Connecticut General Statutes as amended (Prevailing wages), including annual adjustments in Prevailing Wages. Certified payrolls will be required bi-weekly. Sealed bids must be accompanied with Bid Security.

Bid Security shall be issued payable to the "Town of Glastonbury" in the form of a certified check or Bid Bond in an amount not less than 10% of the total amount of the base bid. The Bid Bond must be issued by a surety company licensed in the State of Connecticut. Cashier's checks will not be accepted.

The Town reserves the right to waive informalities or reject any part of, or the entire bid, when said action is deemed to be in the best interest of the Town. All Sealed Bids must be submitted to the Office of the Purchasing Agent no later than the time and date indicated. All bids will be publicly opened and read.

The Town of Glastonbury is an Affirmative Action/Equal Opportunity Employer. Minority/Women/Disadvantaged Business Enterprises are encouraged to bid.

Mary F. Visone  
Purchasing Agent