



BOARD OF CONTRACT AND SUPPLY
CITY OF PROVIDENCE, RHODE ISLAND

BID FORM 1: BIDDERS BLANK

1. Bids must meet the attached specifications. Any exceptions or modifications must be noted and fully explained.
2. Bidder's responses must be in ink or typewritten, and all blanks on the bid form should be completed.
3. The price or prices proposed should be stated both in **WRITING** and in **FIGURES**, and any proposal not so stated may be rejected. **Contracts exceeding twelve months must specify annual costs for each year.**
4. Bids **SHOULD BE TOTALED** so that the final cost is clearly stated, however **each item should be priced individually**. Do not group items. Awards may be made on the basis of **total** bid or by **individual items**.
5. Each bidder is required to state in their proposal their full name and address and must state the names of all persons or firms with whom they are submitting a joint bid. All bids **SHOULD BE SIGNED IN INK**.

Name of Bidder (Firm or Individual): _____

Contact Name: _____

Address: _____

Phone #: _____

Agrees to bid on (Items(s) to be bid): _____

Please visit <http://www.naics.com/search/> and identify the NAICS Code(s) for items being bid on. Enter the NAICS code(s) here or in parentheses next to each item listed immediately above: _____

Delivery Date (when not immediate): _____

Name of Surety Company (if applicable): _____

Total Amount in Writing: _____

Total Amount in Figures: _____

Additional Bidding Details (Use Additional Pages if Necessary)

Signature of Representative

Title



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BID FORM 2: CERTIFICATION OF BIDDER

(Non-Discrimination/Hiring)

Upon behalf of _____ (Bidder's Name),

I, _____ (Name of Person Making Certification),

being its _____ (Title or "Self"), hereby certify that:

1. Bidder does not unlawfully discriminate on the basis of race, color, national origin, gender, sexual orientation and/or religion in its business and hiring practices.
2. All of Bidder's employees have been hired in compliance with all applicable federal, state and local laws, rules and regulations.

I affirm by signing below that I am duly authorized on behalf of Bidder,
on this _____ day of _____ 20_____.

Signature of Representative

Printed Name