Purchasing Division
Finance Department

Room 120
411 West First Street
Duluth, Minnesota 55802

218-730-5340
purchasing@duluthmn.gov

INVITATION TO BID

2024 Water Treatment Chemicals

BID NUMBER: 24-AA01 **BIDS DUE: Wednesday, December 6, 2023**

PROJECT DESCRIPTION: Water treatment chemicals for the Lakewood Water Treatment Plant for 2024

Quantities listed are estimates. All chemicals must meet the attached specifications

Delivery charges must be included in the price.

Price must be held frim January 1, 2024 through December 31, 2024

All 2024 chemical purchases will be held pending City Council approval of annual budget and a 30-day waiting period as required by ordinance. Purchase orders cannot be issued until the first week in January 2024

QUESTIONS: Please submit any questions regarding this project via e-mail to purchasing@duluthmn.gov. Responses will be issued as an addendum to this solicitation. Deadline to submit questions is November 29, 2023.

Deliver to: Lakewood Water Treatment Plant, 8130 Congdon Blvd., Duluth, MN 55804.

Freight terms FOB destination, freight prepaid.

Do not include sales tax in the unit price. A Minnesota Revenue Certificate of Exemption 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® does charge a nominal fee for bid submission. More information can be found at https://www.infotechinc.com/bidding.

Proposal forms, contract documents, plans and specifications may also be on file at the following offices: Minnesota Builder's Exchange, and Builder’s Exchange of Wisconsin.

INSTRUCTIONS TO BIDDERS

The City Purchasing Agent or her designee will conduct a public bid opening immediately after the deadline for receiving bids. Bidders may view the opening by going to the Purchasing web page (https://www.duluthmn.gov/purchasing/bids-request-for-proposals/) and selecting the appropriate link.

No alternatives to the specification will be considered unless specifically requested. Erasures or other changes to the bid must be initialed and dated, however no special conditions shall be made or included in the bid form by the bidder

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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.

CITY OF DULUTH

Patrice Stalvig
Purchasing Agent