

REQUEST FOR BID PROPOSALS

Proposal for inspecting, testing and servicing of Fire Extinguishers and Automatic Sprinkler Equipment

GENERAL INFORMATION:

RFP Issue Date: Friday, June 15, 2007

Proposal Number: RFP Extinguishers#2 – 2007 - 2010

Deadline for Bid Submission: Monday, July 2, 2007 at 9:30 AM

Date of Bid Opening: Monday, July 2, 2007 Time of Bid Opening: 10:00 AM

Bids must be received at the New Hampshire State Liquor Commission Main Office before 9:30 a.m. on Monday, July 2, 2007. Bids received after this time will **NOT** be accepted.

Bids must be made on the enclosed bid form and must be typed or clearly printed in ink, and signed. Corrections must be initialed.

Bids that are not complete or are unsigned will not be considered.

Faxed Bids will **NOT** be accepted.

Bids will be made public at the time of the opening. Bid results will not be given by telephone and shall be given by mail only if requested in writing and accompanied by a self-addressed, stamped business-size envelope.

PLEASE NOTE: For bid opening return:

Return the Completed Bid Package with the following sheet completed and signed, in a sealed manila envelope with the following indicated on the exterior of the envelope:

**"Proposal for 50 Storrs Street, Concord, NH ---
RFP –Extinguishers#2 2007-2010"**

If sending through the mail, send to: NHSLC, P.O. Box 503, Concord, NH 03302-0503

If sending via another carrier, send to: NHSLC, 50 Storrs Street, Concord, NH 03301

PLEASE DIRECT ANY QUESTIONS REGARDING THIS PROPOSAL TO: John Tower, Maintenance Engineer, PHONE: 271-1710

PROPOSAL FOR: Proposal for Inspecting, Testing and Servicing of Sprinkler Equipment and Fire Extinguishers

Unless specifically deleted by the N.H. State Liquor Commission, the following General Terms and Conditions apply to this Proposal and any resulting Contract.

GENERAL CONDITIONS FOR BIDDING AND CONTRACTS FOR MATERIALS, EQUIPMENT AND SUPPLIES

NATURE OF PROPOSAL AND ELIGIBILITY TO BID.

The proposal is submitted in accordance with Chapter 21-1 and Chapter 8, and rules promulgated thereunder, and constitutes a firm and binding offer. The determination of whether a bid proposal may be withdrawn is solely at the discretion of the N.H. State Liquor Commission. However, in no event shall a proposal be withdrawn unless the request for withdrawal is filed within five days of the date of bid opening, and the bidder establishes that the bid contains a material mistake, and that the mistake occurred despite the exercise of reasonable care.

Proposals may be Issued only by the N.H. State Liquor Commission to authorized vendors and are not transferable.

SAMPLES AND DEMONSTRATIONS. When samples are required they must be submitted free of costs and will not be returned.

Items left for demonstrations purposes shall be delivered and installed free of charge and shall be removed by the vendor at no cost to the State. Said demonstrations units shall not be offered to the State as new equipment.

BIDS. Bids must be received at the N.H. Liquor Commission before the date and time specified for the opening. Bids must be made on the official bid proposal and must be typed or clearly printed in ink. Corrections must be initialed. Bids are to be made less Federal Excise Tax and no charge for handling. Bids that are not complete or unsigned will not be considered.

Bids will be made public at the time of the opening and may be reviewed, only after they have been properly recorded. Bid results will not be given by telephone and shall be given by mail only if requested in writing and accompanied by a self-addressed, stamped business-size envelope.

SPECIFICATIONS. Vendors must bid on items as specified. Any proposed changes must be detailed in writing and received at the N.H. Liquor Commission at least five (5) days prior to the bid opening. Vendors shall be notified in writing if any changes to bid specifications are made. Verbal agreements or instructions from any source are not authorized.

AWARD. The award will be made to the responsible bidder meeting specifications at the lowest cost unless other criteria are noted in the proposal. Unless other criteria are noted in the proposal, the award may be made by individual items. The State reserves the right to reject any or all bids or any part thereof.

If there is a discrepancy between the unit price and the extension, the unit price will prevail.

When identical low bids are received with respect to price, award will be made by drawn lot.

Discounts will not be considered in making award but may be offered on the invoice for earlier payment and will be applicable on the date of completion of delivery or receipt of invoice, whichever is later. On orders specifying split deliveries, discounts will apply on the basis of each delivery or receipt of invoice, whichever is later.

DELIVERY. If the vendor fails to furnish items and/or service in accordance with all requirements, including deliver, the State may re-purchase similar items from any other source without competitive bidding, and the original vendor may be liable to the State for any excess costs. If a vendor is unable to complete delivery by the date specified, he must contact the using agency. However, the agency is not required to accept a delay to the original delivery date. All deliveries are subject to inspection and receiving procedure rules as established by the State of New Hampshire. Deliveries are not considered

accepted until compliance with these rules has been established State personnel signatures on shipping documents shall signify only the receipt of shipment.

INVOICING. All invoices must be in triplicate showing Order number, Unit and Extension Prices and Discounts Allowed. A separate invoice shall be submitted for each order. Unless otherwise noted on the proposal or purchase order, payment will not be due until thirty (30) days after all services have been completed, or all items have been delivered, inspected and accepted or the invoice has been received at the agency business office, whichever is later.

PATENT INFRINGEMENT: Any bidder who has reason to believe that any other bidder will violate a patent should such bidder be awarded the contract shall set forth in writing, prior to the date and time of bid opening, the grounds for his belief and a detailed description of the patent.

ASSIGNMENT PROVISION. The bidder/vendor hereby agrees that it will assign all causes of action that it may acquire under the antitrust laws of New Hampshire and the United States as the result of conspiracies, combinations, or contracts in restraint of trade which affect the price of goods or services obtained by the State under this contract if so requested by the State of New Hampshire.

TOXIC SUBSTANCES. In compliance with RSA 277-A known as the Workers Right to Know Act, the vendor shall provide Material Safety Data Sheets with the delivery of any and all products covered by said law.

SPECIFICATION COMPLIANCE. The vendor may be required to supply proof of compliance with bid specifications. When requested, the vendor must immediately supply the N.H. State Liquor Commission with certified test results or certificates of compliance. When none are available, the State may require independent laboratory testing. All costs for such testing, certified test results or certificate of compliance shall be the responsibility of the vendor.

FORM OF CONTRACT. The terms and conditions set forth on the following pages are part of the proposal and will apply to any contract awarded the bidder unless specific exceptions are taken and accepted by the N.H. State Liquor Commission.

OFFER. The undersigned hereby offers to sell to the State of New Hampshire the commodities or services indicated in the following page(s) of this Proposal at the price(s) quoted in complete accordance with all conditions of this Proposal.

Bidder: _____

Address: _____

Telephone #: _____

Fax #: _____

Signature: _____

**THIS BID IS NOT VALID UNLESS SIGNED BY A PERSON
AUTHORIZED TO LEGALLY BIND THE BIDDER.**

Type or Print Name and Title

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

SCOPE OF SERVICES

A. GENERAL SPECIFICATION:

1. The New Hampshire State Liquor Commission proposes to enter into an agreement with a contractor to provide inspecting, testing and servicing of fire extinguishers and automatic sprinkler equipment. Locations are listed in Exhibit A – Part Two, the listing of stores provided within is subject to change, if at any time a store is closed, opened, or relocated, they shall be considered part of this contract.

THIS PROJECT CONSISTS OF FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO INSPECT TEST AND SERVICE THE FIRE PROTECTION EQUIPMENT.

NOTE: IT IS NOT A REQUIRMENT THAT ONE BIDDER MUST PROVIDE ALL SERVICES AT ALL THE LOCATIONS LISTED IN EXHIBIT B. FEEL FREE TO BID ON THE LOCATIONS AND SERVICES YOU FEEL BEST SUITED TO HANDLE.

2. The purpose of this proposal is to provide the State of New Hampshire Liquor Commission with inspecting, testing and service for fire extinguishing and automatic sprinkler equipment as described below for locations listed in Exhibit A – Part Two herein.
3. All work and inspections will be performed in accordance with the standards documented in NFPA1, Uniform Fire Code, 2003 and in conjunction with the manufacturer recommendations. All State or local codes will be met to keep the automatic sprinkler and fire extinguishing equipment in proper working condition.
NFPA 1 Uniform Fire Code, 2003 edition

NFPA 1 § 10.4 requires maintenance and testing of fire protection systems.

NFPA 1 § 13.1.5 requires that detailed records documenting all systems and equipment testing and maintenance shall be kept by the property owner and shall be made available upon request.

NFPA 1 § 13.6.6.8.3.1 requires fire extinguishers to be subjected to maintenance at intervals of not more than 1 year.

NFPA 1 § 13.3.3.1 A sprinkler system installed in accordance with this *Code* shall be properly maintained to provide at least the same level of performance and protection as designed. The owner shall be responsible for maintaining the system and keeping it in good working condition.

NH State Fire Code, Saf-C 6000

Saf-C 6008.01 Adoption of Fire Prevention Code.

- (a) Pursuant to RSA 153:5 and 21-G:9, II(b), NFPA 1 Uniform Fire Code 2003 edition, shall hereby be adopted as a rule, except as modified by Saf-C 6008.02 and Saf-C 6008.03.
 - (b) All persons constructing, reconstructing, modifying, maintaining or operating any structure and all owners or occupants of existing structures or premises shall comply with the requirements of NFPA 1, except as modified by Saf-C 6008.02.
 - (c) All persons installing, modifying, operating or maintaining equipment or processes that are regulated under the provisions of NFPA 1 shall comply with the requirements of NFPA 1, except as modified by Saf-C 6008.02.
 - (d) All persons processing, handling, or storing materials that are regulated under the provisions of NFPA 1 shall comply with the requirements of NFPA 1, except as modified by Saf-C 6008.02.
4. The contractor shall be responsible to provide a proposed schedule for annual testing to the State with a minimum of two weeks before the actual inspection occur. The Contractor shall have in their employ a sufficient number of trained technicians so that annual inspections are completed on time as scheduled.
 5. All parts and labor related to agreement must be guaranteed and include a warranty.

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

6. INVENTORY AND INSPECTION REPORTS:

Within ninety (90) days of the award of this contract, the successful vendor shall submit to the Maintenance Engineer a comprehensive and all inclusive report providing the following information on each automatic sprinkler and fire extinguishing equipment:

- a. Type
- b. Serial Number
- c. Last test date and next schedule test date
- d. Location within the building

The successful vendor shall keep this information current and submit it to the Maintenance Engineer, or his representative, upon request. Enclosed you will find a partial listing of automatic sprinklers and fire extinguishing equipment sorted by building. These lists are for informational purposes only and should not be construed as being complete and comprehensive. It is the responsibility of the successful vendor to ascertain this information a part of the contract.

A report of inspection, test results, services performed, and desirable improvements shall be completed on a Standard National Automatic Sprinkler and Fire Control Association Inspections Report Form, which shall be sent to a representative of the NH State Liquor Commission, P.O. Box 503, Concord, NH 03302-0503, upon completion of services.

7. The NHSLC Maintenance Engineer, John Tower, shall send a copy directly to the local fire department if required by local ordinances
8. The Contractor shall, in performing the services as described herein, utilize technicians trained and skilled in the service of the described system. The Contractor shall respond to the State by telephone to all service calls within two hours of the initial call. The Contractor if required shall physically respond to the site within 4 hours from the time of the first call or occurrence.
9. Business Hours: Are listed in Exhibit A - Part Two for each location.
10. The Contractor shall provide employee picture identification badges identifying the company name and each employee servicing the State account. All contract employees, while servicing the State, shall wear the identification badge.
11. The Contractor shall provide reports summarizing all activities. The Contractor must meet with the State either in person or via telephone conference call regarding corrective actions and trouble resolution upon request.
12. **Upon arrival at the site the Contractor shall sign in with the manager of the store or person in charge and after each scheduled or emergency call, before leaving the job site present a written summary of the work performed and obtain the State's signature thereon. (time of day must be written in and manager must initial at time of arrival and again at time of departure)**
13. The Contractor shall provide only replacement parts that are new and are of the same quality as that being replaced. Substitutions will be permitted only with prior authorization of the Contracting Officer or his designated representative.
14. All repair services shall be conducted in full compliance with all specified standards in a manner equal to or better than the normal safety and security procedures and standards established by the State, and at no time shall state facilities or its occupants be placed in jeopardy.
15. All work must be performed in such a manner as not to inconvenience building occupants. The Contractor shall determine the State's normal working conditions and activities in progress and shall conduct the work in the least disruptive manner.

EXHIBIT A - PART ONE

SCOPE OF SERVICES (cont'd.)

16. The State shall be responsible to provide reasonable means of access to all equipment covered by this agreement and promptly notify the Contractor of any malfunction in the system(s) which comes to the State's attention.
17. The Contractor shall secure and pay for all permits, inspections and licenses necessary for the execution of his work.
18. The Contractor shall do all the work and furnish all the materials, tools, equipment and safety devices necessary to perform in the manner within the time specified. The Contractor shall complete the entire work to the satisfaction of the State and in accordance with the specifications herein mentioned, at the price herein agreed upon. All the work, labor, and equipment to be done and furnished under this contract, shall be done and finished strictly pursuant to, and in conformity with the specifications described herein and any directions of the State representatives as given from time to time during the progress of the work, under the terms of this contract.
19. The Contractor shall conduct his work so as to interfere as little as possible with State business. He shall at his own expense, wherever necessary or required, furnish safety devices and take such other precautions as may be necessary to protect life and property.
20. The Contractor shall bear all losses resulting to him or to the Owner on account of the amount or character of the work, or because of the nature of the area in or on which the work being done is different from what was estimated or expected, or account of the weather, elements or other causes.
21. Unsatisfactory response to any or all of the listed services or requirements will be a basis for immediate termination of the contract.
22. The Liquor Commission reserves the right to terminate this contract at any given time with a 30 day written notice.

B. SPRINKLER SYSTEMS:

1. All work and inspections will be performed in accordance with the standards documented in NFPA 13 *Standard for the Installation of Sprinkler Systems* and NFPA 25 *Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems*
2. The Contractor shall inspect, test and service the fixed fire protection equipment in accordance with the requirements of the National Fire Protection Association (NFPA) Care and Maintenance of Sprinkler Systems (No. 13-A) and American Insurance Association publications Recommended Method of Reporting Dry Pipe Valve Tests (No.13-C).
3. The term "Inspect, Test and Service automatic sprinkler equipment" is limited to an inspection service only and does not include alterations, repairs or replacements. Such alterations, repairs and replacements shall only be made upon the authority of the Contracting Officer and at the rates quoted in Exhibit B under repair rates.
4. Annual inspections shall be performed in September so that all systems are tested once in a fiscal year (July 1 to June 30). All tests will be performed before regular business hours. The Contractor will report to the Contracting Office promptly all needed items of maintenance, repairs and replacement of parts, which in the judgment of the Inspector may be necessary. Request to repair or replace said parts shall be approved in advance by the contracting Officer prior to any actual work being performed by the Contractor.

5. WET SYSTEMS – ALARM VALVES:

Test alarms by opening the inspector's test connection when available. Otherwise, these may be made through by-pass test connection conjunction with making a water flow test when facilitates and conditions permit. Check cold weather valves and exposed piping to assure their proper conditions for winter summer operation. Test the solution in anti-freeze systems for satisfactory condition, as required in the Standard for the installation of Sprinkler Systems (NFPA No. 13)

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

6. DRY SYSTEMS – DRY VALVES, ACCELERATORS, EXHAUSTERS:

Test the alarms, both water flow and air if provided, and perform a water flow test through the drain connections when facilities and conditions permit. Check air pressure, priming water level, latching arrangements, automatic drip connections when provided, and the general condition of the dry pipe valves, accelerators or exhausters, and their environment, including dry pipe valve rooms or enclosures.

Annual trip test dry pipe valves together with accelerators and exhausters if provided in accordance with standard testing and reporting procedures. After testing, restore the system and the dry pipe valve to operation according to the manufacturer's instruction.

7. SPECIAL SYSTEMS – WATER DELUGE, FOAM, CO-2, DRY POWDER

Test alarms when facilities and conditions permit according to the procedures suggested by the manufacturer(s)

Test the detection or actuating system and accessory equipment according to the manufacturer's instructions.

C. FIRE EXTINGUISHERS:

1. All work and inspections will be performed in accordance with the standards documented in NFPA 10 *Standard for Portable Fire Extinguishers*
2. The term "Inspect, Test and Service fire extinguishing equipment" is limited to an inspection service only and does not include alterations, repairs or replacements. Such alterations, repairs and replacements shall only be made upon the authority of the Contracting Officer and at the rates quoted in Exhibit B under repair rates.
3. If a fire extinguisher is deemed out of order or unserviceable during an inspection, the contractor shall provide a temporary replacement while the original extinguisher is being repaired or replaced.
4. All fire extinguishers and supplies are to be picked-up and/or delivered at no added cost to the State. Prior written approval must be received from a representative of the Liquor Commission for any additional costs for repairs and replacement parts.

D. INVOICING:

1. The contractor shall invoice the State after each location has been serviced.
2. All other invoices must include detail of work performed, dates and location of service and prices. Please include one original invoice and one copy, along with a copy of original invoices for any materials to show the percent of markup. Payment will not be due until thirty (30) days after the invoice has been received at the New Hampshire State Liquor Commission business office.
3. Payment may be withheld if work is not performed as described under SCOPE OF SERVICES, and the immediate termination of this contract could occur.
4. A check will be issued through the State Treasurer and forwarded to the Vendor within fourteen (14) days after processing begins at the agency level. Payments will be for only what has been agreed to in the RFP. The State of New Hampshire Liquor Commission does not pay late charges or interest.

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

E. INSURANCE:

1. The bidders shall furnish to the Contracting Officer, prior to the start of any work, insurance certificates for comprehensive general liability, automobile liability and worker's compensation in accordance with the following:
 - a. Comprehensive general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$250,000 per claim and \$2,000,000 per incident; and
 - b. Fire and extended coverage insurance covering all property which has been received from the State or purchased with funds provided for that purpose under this agreement.
 - c. The policies shall be the standard form employed in the State of New Hampshire, issued by underwriters acceptable to the State, and authorized to do business in the State of New Hampshire. Each policy shall contain a clause prohibiting cancellation or modifications of the policy earlier than 10 days after written notice thereof has been received by the State.

F. BIDS

1. If sub contractors are to be utilized, please include information regarding the proposed subcontractors including the name of the company, their address and three references with contact personnel for each sub-contractor.
2. Bidders shall take careful note that only material contained in their proposal shall be criteria for contract award consideration. Bids should encompass all criteria set forth in this RFP.
3. Bids will be made public at the time of the opening and may be reviewed, only after they have been properly recorded. Bid results will not be given by telephone and shall only be given by mail only if requested in writing and accompanied by a self-addressed, stamped business size envelope.
4. The time and effort expended in bid preparation is entirely the responsibility of the bidder.
5. Before submitting a bid, each vendor is encouraged to visit the sites and be familiar with the equipment and pertinent local conditions, such as location, accessibility and general character of the buildings. The act of submitting a bid is to be considered full acknowledgement that the vendor has inspected the sites and is familiar with the conditions and requirements of these specifications. Arrangements to look at these locations must be made prior to bidding by contacting the Maintenance Engineer Thomas Smith at telephone number 271-1710.
6. All Bidder correspondence and submittal shall be sent to : New Hampshire State Liquor Commission
P. O. Box 503
Concord, NH 03302-503
Attn: Tina Demers

G. NON-COMMITMENT OF THE STATE:

1. The solicitation of bids by this RFP does not commit the State of New Hampshire Liquor Commission to award a contract or to pay costs incurred in the preparation of a bid proposal.
2. The State of New Hampshire Liquor Commission reserves the right to accept, reject any or all proposals received in response to this RFP, or to cancel this RFP entirely if it is in the best interest of the State.
3. The State of New Hampshire Liquor Commission reserves the right to waive any informality in bid proposal content. However, failure to furnish all information requested may disqualify the bid.

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

H. TERMINOLOGY:

1. "Contractor" refers to any individual, partnership or agency which responds, in writing, to this RFP. "State refers to the State of New Hampshire; "NHSLC" refers to the New Hampshire State Liquor Commission.
2. "Contract" is the resulting contract entered into between the NHSLC and the successful Bidder.

I. TERM:

1. The term of the contract shall be effective upon Governor and Executive Council Approval through May 30, 2010. Upon completion of the terms, if the vendor notifies the Liquor Commission by an instrument in writing and both parties here to agree this contract may be amended for an additional Two-year term upon approval of the Governor and Executive Council of the State of New Hampshire.

J. EVALUATION CRITERIA:

1. The Liquor Commission will evaluate the bid proposals received in response to the RFP. The bid proposals must include specific responses for each item.
2. The Liquor Commission will select the bid proposal most advantageous to the State for award; the resulting contract to be executed by the Commission subject to approval by the Attorney General's Office and Governor and Executive Council, as required.
3. Failure of the bidder to provide any information requested by the RFP may result in disqualification of the bid.
4. The criteria to be used in the evaluation of the bid proposals is as follows:
 - a. The ability of the bidder to meet the minimum specified requirements contained in Exhibit A – Part 1.
 - b. The overall costs of the proposal satisfying the requirements contained in Exhibit A.
5. Bids will only be considered from Contractors that have a minimum of three years of successful experience providing fire extinguisher inspection and refill services, repair parts, new fire extinguishers and related supplies and inspect, test and service automatic sprinkler equipment. The Contractor shall be required to demonstrate that they have successfully completed these type services for clients of the same size and magnitude for a minimum of three years. Failure to demonstrate this experience will be grounds for bid rejection. In addition, the Contractor must have a minimum amount of in-house staff (4) to provide a twenty-four hour, 7-day a week service. Failure of the bidder to demonstrate this capability will be grounds for bid rejection.
6. The Commission will make the decision for selection of a Bidder. Proposals will be evaluated for purpose of award by the New Hampshire State Liquor Commission. The selected Bidder will be notified in writing.
7. NHSLC may cancel this RFP, or reject proposals at any time prior to an award.
8. Bid award for the services requested under these specifications will be based upon capacity to perform, capacity of the state to monitor and enforce performance, availability of resources to perform services, and price.
9. The State reserves the right to reject any or all bids or any part thereof as deemed to be in the best interest of the state.
10. Any agreement that may result from this proposal shall not be binding on either party until it has been approved by the New Hampshire Attorney General Office and Governor and Executive Council.

K. AWARD:

1. The bid shall be awarded to the lowest bidder meeting specifications for all locations. The gross bid must be the exact additive total of the bids for all locations, no partial bids will be considered. The State reserves the right to remove one or more locations from the project at the price quoted in the bid with the remaining locations serviced at the individually quoted prices.

EXHIBIT A - PART ONE
SCOPE OF SERVICES (cont'd.)

L. Bidder's Representatives: The Bidder shall be required to supply the Contracting Officer with the name and telephone number of the Bidder's representative who will be on call incase of emergency twenty-four (24) hours a day.

Name, address, and telephone number of Bidder's agent who is on twenty-four-(24) hour call.

Name: _____

Address: _____

Telephone #: _____

M. References: Please list three references and contact persons that your firm has performed similar work for.

1. _____

2. _____

3. _____

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

Store #	Location	Quantity	Type	Sprinklers
1	80 Storrs Street Concord	1	5 lb. CO2	Wet
		1	10 lb. Dry Chemical	
2	913 Gulf Road W. Chesterfield	2	15 lb. Dry Chemical	
3	St. Mary's Plaza 122 McGregor St Manchester	2	20 lb. Dry Chemical	
4	1271 Hooksett Rd, Hooksett	2	10 lb. Dry Chemical	
5	IGA Shopping Plaza 17 Pleasant St Berlin	2	10 lb. Dry Chemical	
		2	20 lb. 13 oz. Dry Chemical	
		1	9 lb. 6 oz. Dry Chemical	
6	800 Islington Street Portsmouth	3	10 lb. ABC Dry Chemical	
7	Globe Shop Center 568 Meadow Street Littleton	3	10 lb. Dry Chemical	
		1	5 lb. Dry Chemical	
8	Claremont Market 367 Washington St, Claremont	2	16 lb. Dry Chemical	
9	47 Chestnut St. Dover	2	10 lb. Dry Chemical	
		1	5 lb. Dry Chemical	
10	333 Lincoln St. Manchester	4	5 lb. Dry Chemical	
11	12 Centerra Parkway Lebanon	2	5 lb. Dry Chemical	
12	Route 25 12A Main St. Unit 1 Center Harbor	3	15 lb. Dry Chemical	
13	5 Somersworth Plaza Somersworth	1	16 lb. Dry Chemical	
		1	10 lb. Dry Chemical	
14	Lilac Mall Route 125 Rochester	5	10 lb. Dry Chemical	
15	6 Ash Brook Court Keene	5	10 lb. Dry Chemical	Dry
16	Butson's Complex 1 Forest Street Woodsville	2	10 lb. Dry Chemical	
17	Franklin Shop Ctr. 880 Central St. Franklin	1	34 lb. CO2	
18	124 Main Street Colebrook	1	5 lb. Dry Chemical	
		2	10 lb. Dry Chemical	
		1	20 lb. H2O	

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

Store #	Location	Quantity	Type	Sprinklers
19	494 Tenney Mt Hwy Unit #3 Plymouth	2	10 lb. Dry Chemical	
20	Clearbrook Ctr. 11 Manchester Rd. Derry	3	10 lb. Dry Chemical	
21	One Jaffrey Rd. Rte 202 Suite 1 Peterborough	3	10 lb. Dry Chemical	
22	44A Route 13 Brookline	3	7 lb. Dry Chemical	
23	234 White Mountain Hwy, Suite 9 Conway	5	10 lb. ABC Dry Chemical	
24	Sugar River Shp Ctr 52 John Stark Hwy Newport	1	10 lb. Dry Chemical	
		1	25 lb. CO2	
25	Kings Hwy Plaza Kings Highway Stratham	2	7 lb. 6 oz Dry Chemical	
27	Globe Plaza 300 Main Street Nashua	4	5 lb. Dry Chemical	
28	186 Ocean Blvd. Seabrook Beach	1	20 lb. Dry Chemical	
		1	20 lb. (general??)	
29	100 Lancaster Road Whitefield	2	20 lb. Dry Chemical	
30	Granite Town Plaza 189 Elm St, Ste 6 Route 101 West Milford	3	10 lb. Dry Chemical	
31	East Side Plaza 885 Hanover Street Manchester	1	10 lb. Dry Chemical	
		1	16.1 lb. Dry Chemical	
32	Westside Plaza 40 Northwest Blvd Nashua	8	15 lb Dry Chemical	
33	North Side Plaza 31 Hamel Drive Manchester	1	10 lb. Dry Chemical	
		1	16 lb. Dry Chemical	
34	417 South Broadway Salem	4	10 lb. Dry Chemical	Dry
35	15 Antrim Road, Ste. 1 Hillsboro	3	10 lb. Dry Chemical	
36	Monadnock Plz 80 Peterborough St. Jaffrey	2	16 lb. 14 oz. Nitrogen	

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

Store #	Location	Quantity	Type	Sprinklers
37	Butson's Marketplace 199A Main Street Lancaster	2	15.7 lb. Dry Chemical	
38	Portsmouth Circle, 605 US Interstate By-Pass Portsmouth	3	10 lb. Dry Chemical	Dry
		1	34 lb. CO2	
39	35 Center Street Wolfeboro	3	20 lb. Dry Chemical	
40	32 Ames Plaza Lane Walpole	3	10 lb. Dry Chemical	
		1	10 lb. CO2	
41	Lafayette Boulevard PO Box 236 Seabrook	2	20 lb. Dry Chemical	
42	71 Route 104 Old Province Common Meredith	2	5 lb. (1 CO2 & 1 Dry Chemical)	
		3	10 lb. Dry Chemical	
43	829 NH Route 11, Unit #2 Farmington	2	10 lb. Dry Chemical	
44	20 Lake Street Bristol	2	17 lb. Dry Chemical	
45	6 Water Street Pittsfield	2	10 lb. Dry Chemical	
46	46 North Main St Ashland	1	10 lb. Dry Chemical	
47	N. Woodstock Plaza Box 11 N. Woodstock	3	10 lb. Dry Chemical	
48	Route 119 Box 114 Hinsdale	3	10 lb. ABC Dry Chemical	
49	9 Plaistow Rd Shaw's Plaza Plaistow	2	16 lb. Dry Chemical	
50	So. Gate Mall 269 DW Hwy Nashua	4	10 lb. Dry Chemical	
51	Route 38 Pelham	3	10 lb. Dry Chemical	
52	159 Main Street Androscoggin Plaza Gorham	2	10 lb. Dry Chemical	
53	Market Basket Center 212 Lowell Rd Hudson	2	10 lb. Dry Chemical	

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

Store #	Location	Quantity	Type	Sprinklers
54	Route 302 PO Box 166 Glen	3	10 lb ABC	
55	Bedford Grove Plaza 5 Colby Ct, Ste. 2 Bedford	3	10 lb. Dry Chemical	
56	Airport Plaza 9D Lake Shore Drive Unit #1 Gilford	2	33.5 CO2	
57	Indian Mound Center 240 Rte 16B	2	10 lb. Dry Chemical	
	Ossipee	1	15 lb. CO2	
58	Shop N Save Plaza 605 Mast Road Goffstown	2	10 lb. Dry Chemical	
59	Shaw's Shopping Ctr 356 DW Hwy Merrimack	2	16 lb. Dry Chemical	
60	Powerhouse Plaza Unit #3 10 Benning Dr 12A W. Lebanon	3	10 lb. Dry Chemical	
61	Route 12 & 119 PO Box 111 Fitzwilliam	2	10 lb. Dry Chemical	
		1	2.5 Gal. H2O	
62	Raymond Shpng Ctr Route 27, RFD 2 Raymond	3	10 lb. Dry Chemical	
63	30 Warwick Road Suite 1 Winchester	2	20 lb. 13 oz. Dry Chemical	
64	New London Shpg Ctr Route 11 New London	2	16 lb. Dry Chemical	
65	Ctr Campton Corners 25 Vintinner Rd Campton	3	10 lb. ABC	
66	I-93 North, Rte 3A PO Box 16296 Hooksett N.	5	10 lb. Dry Chemical	Dry
67	I-93 South, 25 Springer Road Hooksett S.	3	10 lb. Dry Chemical	Dry

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

Store #	Location	Quantity	Type	Sprinklers
68	69 Lafayette Road Village Shopping Ctr N. Hampton	2	20 lb. Dry Chemical	
		1	20 lb. CO2	
69	27 Coliseum Ave Nashua	10	10 lb. Dry Chemical	Wet
70	Rte 12, Troy Rd. 37 Monadnock Hwy Swanzy	2	5lb Dry Chemical	
		3	10 lb(2 Dry Chem.1 Press. Water)	
71	60 Calef Hwy Unit #4 Lee	2	10 lb. ABC Dry Chemical	
72	100 Fort Eddy Road Concord	1	10 lb. Dry Chemical	
		1	9 lb. Compressed gas NOS	
73	I-95 South PO Box 1993 Hampton S.	8	10 lb. Dry Chemical	
74	Market Basket Plaza 34 Nashua Road Londonderry	2	10 lb. Dry Chemical	
75	15 Old State Rd #1 Belmont	2	17 lb. Dry Chemical	
76	I-95 North PO Box 2081 Hampton N.	11	17 lb. 14 oz. Dry Chemical	
77	Cheshire Marketplace Unit 7 Rindge	1	20 lb. ABC Dry Chemical	
		1	20 lb. "stamped & loaded stream"	
HQ	50 Storrs Street Concord	2	5 lb Carbon Dioxide	Wet
		3	6 lb chemical	
Warehouse	50 Storrs Street Concord	16	Dry Chemical	Wet
Enforcement	10 Commercial Street Concord	6	Dry Chemical	

* Potential bidders are responsible to view the equipment located at these locations.

EXHIBIT B
BIDDER'S RESPONSE SHEET

AUTOMATIC SPRINKLER SYSTEMS

Inspecting and Testing Breakdown:

(Price includes Materials, Equipment, Labor and Transportation)

Please provide pricing for each location.

ST	Location	G&C June 30, 2008	July 1, 2008 June 30, 2009	July 1, 2009 June 30, 2010	3-Year Total
1	Concord				
15	Keene				
34	Salem				
38	Portsmouth				
66	Hooksett				
67	Hooksett				
69	Nashua				
	HQ				
	Sub-Totals:				

EXHIBIT B

BIDDER'S RESPONSE SHEET

FIRE EXTINGUISHER EQUIPMENT

Inspecting and Testing Breakdown:

(Price includes Materials, Equipment, Labor and Transportation)

Please provide pricing for each location.

ST	Location	G&C June 30, 2008	July 1, 2008 June 30, 2009	July 1, 2009 June 30, 2010	3-Year Total
1	Concord				
2	W Chesterfield				
3	Manchester				
4	Hooksett				
5	Berlin				
6	Portsmouth				
7	Littleton				
8	Claremont				
9	Dover				
10	Manchester				
11	Lebanon				
12	Center Harbor				
13	Somersworth				
14	Rochester				
15	Keene				
16	Woodsville				

EXHIBIT B
BIDDER'S RESPONSE SHEET

ST	Location	G&C June 30, 2008	July 1, 2008 June 30, 2009	July 1, 2009 June 30, 2010	3-Year Total
17	Franklin				
18	Colebrook				
19	Plymouth				
20	Derry				
21	Peterborough				
22	Brookline				
23	Conway				
24	Newport				
25	Stratham				
27	Nashua				
28	Seabrook Beach				
29	Whitefield				
30	Milford				
31	Manchester				
32	Nashua				
33	Manchester				
34	Salem				
35	Hillsboro				

EXHIBIT B

BIDDER'S RESPONSE SHEET

ST	Location	G&C June 30, 2008	July 1, 2008 June 30, 2009	July 1, 2009 June 30, 2010	3-Year Total
36	Jaffrey				
37	Lancaster				
38	Portsmouth				
39	Wolfeboro				
40	Walpole				
41	Seabrook				
42	Meredith				
43	Farmington				
44	Bristol				
45	Pittsfield				
46	Ashland				
47	N. Woodstock				
48	Hinsdale				
49	Plaistow				
50	Nashua				
51	Pelham				
52	Gorham				
53	Hudson				

EXHIBIT B
BIDDER'S RESPONSE SHEET

ST	Location	G&C June 30, 2008	July 1, 2008 June 30, 2009	July 1, 2009 June 30, 2010	3-Year Total
54	Glen				
55	Bedford				
56	Gilford				
57	Ossipee				
58	Goffstown				
59	Merrimack				
60	W Lebanon				
61	Fitzwilliam				
62	Raymond				
63	Winchester				
64	New London				
65	Campton				
66	Hooksett				
67	Hooksett				
68	N Hampton				
69	Nashua				
70	Swanzey				
71	Lee				

EXHIBIT B

BIDDER'S RESPONSE SHEET

ST	Location	G&C April 30, 2008	May 1, 2008 April 30, 2009	May 1, 2009 April 30, 2010	3-Year Total
72	Concord				
73	Hampton- S				
74	Londonderry				
75	Belmont				
76	Hampton- N				
77	Rindge				
	HQ				
	Warehouse				
	Enforcement				
	Sub-Totals:				

EXHIBIT B
BIDDER'S RESPONSE SHEET

A. Billing Charges: Disclaimer: The figures below are ESTIMATE ONLY, and will be used to award this bid, and are NOT a guarantee of hours, dollars, materials, or mileage.

1. Billing repair rates are to include personnel and vehicles.
2. Charges shall consist of actual time at the job sites. An estimate of hours required and a number of staff needed to complete a requested service will be provided to the Liquor Commission by the Vendor at the time the Vendor schedules the work. Also, the Vendor must sign- in with the Store Manager upon start and completion of the work at the specified location.
3. The Liquor Commission retains the right to examine Vendor's invoices for the materials used in completing work. A copy of the Vendor's material invoices must be submitted with the billing to verify markup. The Liquor Commission will allow no other expenses incurred.

B. Service and Repair:

1. Hourly Labor Rates:

- a. Regular Hours \$ _____ Per hour X 100 Hrs (Estimate Only) per year = \$ _____
- b. Overtime \$ _____ Per hour X 50 Hrs (Estimate Only) per year = \$ _____
2. Mileage rate _____ x 300 miles (Estimate Only) per year = \$ _____
3. Materials: Percentage of Markup = _____ X \$3,500 (Estimate Only) per year = \$ _____
(From Vendor's or Net Trade Cost)
4. Materials Cost – (Estimate Only) per year: = \$ 3,500.00.

Sub-Total yearly Service and Repair: = \$ _____

C. Standard Extinguisher Replacement Costs:

1. Dry Chemical:

- a. 5lb \$ _____
- b. 10lb \$ _____
- c. 20lb \$ _____

2. CO2:

- a. 5lb \$ _____
- b. 10lb \$ _____
- c. 20lb \$ _____

EXHIBIT B
BIDDER'S RESPONSE SHEET

BUDGET AND METHOD OF PAYMENT

A. Invoicing:

All invoices must include detail of work performed, dates and location of service and prices. Please include one original invoice and one copy. Payment will not be due until thirty (30) days after the invoice has been received at the New Hampshire State Liquor Commission business office.

B. Payment:

Payment may be withheld if work is not performed as described under SCOPE OF SERVICES, and the immediate termination of this contract could occur.

Unless otherwise noted on the proposal, payment will be due thirty (30) days after invoicing. A check will be issued through the State Treasurer and forwarded to the Vendor within fourteen (14) days after processing begins at the agency level. Payments will be for only what has been agreed to in the RFP. The State of New Hampshire Liquor Commission does not pay late charges or interest.

C. Other:

To receive proper payment, all invoicing for services must be sent to the agency's business office at:

New Hampshire State Liquor Commission
P.O. Box 503
Concord, NH 03302-0503

EXHIBIT C
SPECIAL PROVISIONS

There are no special Provisions

FORMS REQUIRED DURING CONTRACT SIGNING

NOTE: These forms will be REQUIRED during contract signing. We ask that you provide them during the bid submission if possible, or be prepared to furnish them during contract signing.

1. Certificate of Insurance: This certificate is obtained from the Bidder's Insurance Company. One Original and two copies should be returned with Bidder's Response Sheet. The amount of insurance should reflect the requested levels of the RFP.

2. Certificate of Authorization/Good Standing: This document may be obtained through the Secretary of State's Office located in the State House, 107 North Main Street, Concord, NH 03301, 603-271-3242. One Original and two copies should be returned with the Bidder's Response Sheet.

3. Certificate of Authority/Existence: This is merely a notarized form on your company's letterhead stating the individual signing the contract is authorized to enter into contracts on behalf of the company. Make sure this form is notarized and that the person that signs this form is not the same person that signs the contract. Standard forms available upon request. One Original and two copies should be returned with the Bidder's Response Sheet.