

REQUEST FOR BID PROPOSALS

Proposal for Shopping Cart Maintenance and Services

GENERAL INFORMATION:

RFP Issue Date: Friday, April 20, 2007

Proposal Number: RFP Shopping Carts 2007-2010

Deadline for Bid Submission: Friday, May 4, 2007 at 9:00 a.m.

Date of Bid Opening: Friday, May 4, 2007 Time of Bid Opening: 9:30 a.m.

Bids must be received at the New Hampshire State Liquor Commission Main Office before 9:00 a.m. on Friday, May 4, 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 **"Bidder's Response"** sheet signed and completed, and all attached documents as requested are enclosed in a sealed manila envelope with the following indicated on the exterior of the envelope:

**"Proposal for Shopping Cart Services,
--- RFP – Shopping Carts 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 Shopping Cart Services

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 The determination of whether a bid proposal may be withdrawn is solely at the discretion of the N.H. State Liquor Commission. However, in no event shall a proposal be withdrawn unless the request for withdrawal is filed within five days of the date of bid opening, and the bidder establishes that the bid contains a material mistake,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 #: _____

By: _____

**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.)

A. SCOPE OF SERVICES:

1. The State of New Hampshire Liquor Commission proposes to enter into an agreement with a contractor to provide shopping cart maintenance and services. Locations and inventory 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 CONTRACT CONSISTS OF FURNISHING ALL MATERIALS, EQUIPMENT, LABOR AND TRANSPORTATION NECESSARY TO PROVIDE SHOPPING CART SERVICES AT LOCATIONS LISTED AND DESCRIBED HEREIN.

2. The purpose of this proposal is to provide the State of New Hampshire Liquor Commission with maintenance, repairs and replacement of existing shopping carts as described below for all facilities listed in Exhibit A – Part Two herein.
3. The Contractor shall provide at a minimum the following services once every year:
 - a. Steam clean all shopping carts.
 - b. Remove string and any other foreign debris from shopping carts.
 - c. Inspect and repair all carts to put them in good working condition.
 - d. Straighten bent or damaged areas on carts.
 - e. Lubricate any casters or bearings on all serviced carts.
 - f. The Contractor will perform parts replacement on shopping carts only with parts of equal or greater quality than original.
 - g. The Contractor is responsible for the removal of junk carts from the stores.
4. The Contractor will provide service between regular annual visits under the following circumstances:
 - a. Requests for additional service are to be initiated by the State of New Hampshire Liquor Commission and will be billed on a parts plus labor system outlined in the pricing section.
 - b. The Contractor will provide cart replacements for damaged and unusable shopping carts as determined by the State of New Hampshire Liquor Commission.
5. The Contractor will repair all worn, broken, damaged and missing parts on all shopping carts to put them in good and safe operating conditions.
6. The Contractor is required to submit an inventory of shopping carts maintained and serviced for all liquor stores on June 30 of each contract year. Services and maintenance for all shopping carts must be completed by June 30. 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 shopping carts sorted by location, this list is 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.
7. The Contractor will contact each store at least three (3) days prior to the planned service.
8. The Contractor will at the discovery of defective equipment subject to warranty, stop any service in progress on the equipment and document the condition. At such time the Contractor must contact the store manager and the State of New Hampshire Liquor Commission concerning the defective equipment. Warranty claims for such defective equipment shall be initiated from the State of New Hampshire Liquor Commission to the manufacturer of the product. The Contractor will provide assistance and information as needed to aid with any warranty claims.
9. **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)**

EXHIBIT A - PART ONE

SCOPE OF SERVICES (cont'd.)

10. All work must be performed in such a manner as not to inconvenience building occupants. The Contractor shall conduct his work so as to interfere as little as possible with State business, determine the State's normal working conditions and activities in progress and shall conduct the work in the least disruptive manner.
11. The Contractor shall secure and pay for all permits, inspections and licenses necessary for the execution of his work.
12. 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.
13. The Contractor 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.
14. 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.
15. Unsatisfactory response to any or all of the listed services or requirements will be a basis for immediate termination of the contract.
16. The Liquor Commission reserves the right to terminate this contract at any given time with a 30 day written notice.

B. INVOICING:

1. 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.
2. Payment may be withheld if work is not performed as described under SCOPE OF SERVICES, and the immediate termination of this contract could occur.
3. 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. 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.

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

D. 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 John Tower at telephone number 271-1710.
6. All Bidder correspondence and submittal shall be sent to :

State of New Hampshire
Liquor Commission
P. O. Box 503
Concord, NH 03302-503
Attn: Tina Demers

Questions can also be sent via e-mail to tdemers@liquor.state.nh.us.

E. 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.

F. 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.

G. TERM:

1. The term of the contract shall be effective upon Governor and Executive Council Approval through June 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.

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

H. 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 shopping cart maintenance and repairs. 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.
6. The Commission will make the decision for selection of a Bidder. Proposals will be evaluated for purpose of award by the New Hampshire 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.

I. AWARD:

1. The bid shall be awarded to the lowest bidder meeting all the specifications listed within. The gross bid must be the exact additive total of the bid for all requirements, 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.)

J. 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 #: _____

K. 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

ST	LOCATION	MANAGER	ADDRESS	PHONE	Number of Carts
1	Concord	Lauren Cordeiro	80 Storrs St., Ames Plaza Concord, NH 03302	271-1700	9
2	West Chesterfield	Tammy Solomon	913 Gulf Road West Chesterfield, NH 03466	256-6482	8
3	Manchester	Ted Theos	St. Mary's Plaza, 122 McGregor St Manchester, NH 03102-3746	669-5644	6
4	Hooksett	Penny Brady	1271 Hooksett Rd, Hooksett, NH 03106	641-5145	10
5	Berlin	Sherry Normand	IGA Shppng Plaza, 17 Pleasant St Berlin, NH 03570	752-1552	8
6	Portsmouth	Pam Grondin	Pick N Pay, 800 Islington Street Portsmouth, NH 03801	436-3382	13
7	Littleton	Carolyn Aldrich	568 Meadow Street, Globe Shp Ctr Littleton, NH 03561	444-5726	15
8	Claremont	Becky Lohmann	Claremont Market Place, 367 Washington St, (Route 103) Claremont, NH 03743	543-0200	17
9	Dover	Mark Ricker	47 Chestnut Street Dover, NH 03820	742-3738	10
10	Manchester	Tammy Martin	333 Lincoln Street Manchester, NH 03103-5749	626-0940	5
11	Lebanon	Kristie Davis	12 Centerra Parkway Lebanon, NH 03766	643-8979	6
12	Center Harbor	Lisa Giovanni	Route 25, 12 A Main Street, Senter's Marketplace, Unit #1 ; PO BOX 160 Center Harbor, NH 03226	253-3169	6
13	Somersworth	Darrell Haynes	5 Somersworth Plaza Somersworth, NH 03878	692-2555	6
14	Rochester	Art Gerry	Lilac Mall, Route 125 Rochester, NH 03867	332-0378	10
15	Keene	Christine Keefe	6 Ash Brook Court Keene, NH 03431	352-1568	15
16	Woodsville	Scott Roden	1 Forest St., Butson's Complex Woodsville, NH 03785	747-3471	7
17	Franklin	Karen Frink	Franklin Shppng Ctr, 880 Central St. Franklin, NH 03235	934-3523	5
18	Colebrook	Sylvia Collins	124 Main Street Colebrook, NH 03576	237-4097	9
19	Plymouth	Steven Willey	494 Tenney Mt Hwy Unit #3 Plymouth, NH 03264	536-3614	8
20	Derry	Nancy Dilyn	Clearbrook Ctr, 11 Manchester Rd Derry, NH 03038	437-2826	8
21	Peterborough	Phil Courtad	One Jaffrey Road, Rte 202 Suite 1 Peterborough, NH 03458	924-6671	9
22	Brookline	Larry Hammond	44A Route 13, Brookline, NH 03033	672-8426	7

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

ST	LOCATION	MANAGER	ADDRESS	PHONE	Number of Carts
23	Conway	Cindy Sanborn-Dubey	234 White Mountain Hwy, Suite 9 Conway, NH 03818	447-2782	16
24	Newport	Leslie Sampson	Sugar Riv Shp Ctr, 52 John Stark Hwy Newport, NH 03773	863-3550	9
25	Stratham	Tricia King	Kings Hgwy Plaza, Kings Highway Stratham, NH 03885	772-2021	13
26	Groveton	Madeline Hart	Northumberland Shp Ctr, PO Box 42 Route 3, Groveton, NH 03582	636-1003	6
27	Nashua	Joyce McInnis	Globe Plaza, 300 Main Street Nashua, NH 03060	595-2374	10
28	Seabrook Beach	Colleen Condon	186 Ocean Blvd. Seabrook, NH 03874	474-9441	6
29	Whitefield	Barbara Bolduc	100 Lancaster Road Whitefield, NH 03598	837-2632	7
30	Milford	Jim Bridges	Granite Town Plaza, Suite 6 189 Elm Street, Route 101 West Milford, NH 03055	673-1666	7
31	Manchester	Carolyn Hebert	East Side Plaza, 885 Hanover Street Manchester, NH 03104	623-4613	9
32	Nashua	Mike Derderian (Intrim)	Westside Plaza, 40 Northwest Blvd. Nashua, NH 03063	594-4076	12
33	Manchester	Mimi Alberu	North Side Plaza, 31 Hamel Drive Manchester, NH 03104	622-5044	12
34	Salem	Jim Haggis	417 South Broadway Salem, NH 03079	898-5243	44
35	Hillsboro	Monica Wood	15 Antrim Road, Suite #1 Hillsboro, NH 03244	464-3412	6
36	Jaffrey	Cheryl Caron	Monadnock Plz, 80 Peterborough St. Jaffrey, NH 03452	532-7291	10
37	Lancaster	Beverley Roy	Butson's Marketplace, 199A Main St. Lancaster, NH 03584	788-4861	8
38	Portsmouth	Richard O'Brien	Portsmouth Circle, 605 US Interstate By-Pass Portsmouth, NH 03801	436-4806	52
39	Wolfeboro	Stephen Estabrook	35 Center Street Wolfeboro Falls, NH 03896	569-3567	7
40	Walpole	James O'Brien	32 Ames Plaza Lane Walpole, NH 03608	756-3916	8
41	Seabrook	Mike Regan	Lafayette Boulevard, PO Box 236 Seabrook, NH 03874	474-3362	11
42	Meredith	Mark Roy	71 Route 104, Old Province Common Meredith, NH 03253	279-7018	10
43	Farmington	Dave Wilson	829 NH Route 11, Unit #2 Farmington, NH 03835	755-3571	6

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

ST	LOCATION	MANAGER	ADDRESS	PHONE	Number of Carts
44	Bristol	Joe McLaughlin	20 Lake Street Bristol, NH 03222	744-2484	10
45	Pittsfield	Dodie Kidder	6 Water Street Pittsfield, NH 03263	435-6592	3
46	Ashland	Rick Risteen	46 North Main Street Ashland, NH 03217	968-7556	7
47	N Woodstock	Cindy Ham	No. Woodstock Plz, Box 11 No. Woodstock, NH 03262	745-8922	7
48	Hinsdale	Muriel Faulkner	Route 119, Box 114 Hinsdale, NH 03451	256-8637	16
49	Plaistow	Kathleen Smith	9 Plaistow Rd. Shaw's Plaza Plaistow, NH 03865	382-8511	29
50	Nashua	Richard Taylor	So. Gate Shppng Mall, 269 DW Hwy Nashua, NH 03060	888-0271	23
51	Pelham	Chris Kulick	Route 38, PO Box 10 Pelham, NH 03076	635-7551	8
52	Gorham	Sudie Francoeur	159 Main Street, Androscoggin Plaza Gorham, NH 03581	466-3367	11
53	Hudson	Walter Merrill	Market Basket Shp Ctr, 212 Lowell Rd Hudson, NH 03051	889-0549	11
54	Glen	Bob Hill	Route 302, PO Box 166 Glen, NH 03838	383-9000	12
55	Bedford	Lisa Gosselin	Bedford Grove Plz, Ste 2, 5 Colby Court Bedford, NH 03110	627-5878	12
56	Gilford	Ronald Gaudette	Airport Plaza, 9D Lake Shore Drive Gilford, NH 03246	524-6083	13
57	Ossipee	Matthew Kresco	Indian Mound Shp Ctr, 240 Rte 16B Center Ossipee, NH 03814	539-2010	5
58	Goffstown	Ben Mooney	Shop N Save Plaza, 605 Mast Rd Goffstown, NH 03102	626-4725	6
59	Merrimack	Nancy Bartlett	Shaws Shppng Ctr, 356 DW Highway Merrimack, NH 03054-4131	424-2521	9
60	W Lebanon	Chris Miller	Powerhouse Plaza, Unit #3 10 Benning Drive 12A West Lebanon, NH 03784	298-8629	12
61	Fitzwilliam	Jim Hunt	Route 12 & 119, PO Box 111 Fitzwilliam, NH 03447	585-2225	7
62	Raymond	Stacy McKissick	Raymond Shp Ctr, Route 27, RFD 2 Raymond, NH 03077	895-2286	6
63	Winchester	Barbara Bastille	Suite 1, 30 Warwick Road Winchester, NH 03470-2819	239-6223	11
64	New London	Pat Cheney	New London Shppng Ctr, Route 11 PO Box 464, New London, NH 03257	526-6868	14

EXHIBIT A - PART TWO
LOCATIONS AND INVENTORY

ST	LOCATION	MANAGER	ADDRESS	PHONE	Number of Carts
65	Campton	Bob Margeson (Itrim)	Center at Campton Corners, 25 Vintinner Road, Campton, NH 03223	726-2901	10
66	Hooksett	Rich Gulla	I-93 North, Route 3A, PO Box 16296 Hooksett, NH 03106	485-5663	25
67	Hooksett	Dan Mercier	I-93 South, 25 Springer Road Hooksett, NH 03106	485-5816	20
68	N Hampton	John Reardon	69 Lafayette Road, Village Shppng Ctr North Hampton, NH 03862	964-6991	8
69	Nashua	Craig Boudreau	27 Coliseum Avenue Nashua, NH 03063	882-4670	30
70	Swanzey	Jacob Goreki (Intrem)	Rte 12, Troy Rd, 37 Monadnock Hwy Wilbur's Market Place Swanzey, NH 03431	357-0693	7
71	Lee	Bernadette Turcotte	60 Calef Highway, Unit #4 Lee, NH 03824	868-7176	8
72	Concord	Eric Swenson (Intrem)	100 Fort Eddy Road Concord, NH 03301	271-1725	5
73	Hampton- S	Michael O'Connor	I-95 South, PO Box 1993 Hampton, NH 03843	926-3272	58
74	Londonderry	Bernard Baronas	Market Basket Plaza, 34 Nashua Rd. Londonderry, NH 03053	432-0270	13
75	Belmont	Kathi Clough	15 Old State Road, Unit 1 Belmont, NH 03220	528-2170	6
76	Hampton- N	Michael Lafond	I-95 North, PO Box 2081 Hampton, NH 03843-2081	926-3374	59
77	Rindge	Kimberly Creighton	Cheshire Marketplace, Unit 7 497 US Route 202 Rindge, NH 03461	899-3187	9

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EXHIBIT B

BIDDER'S RESPONSE SHEET

A. Yearly Maintenance Cost by Store:

(Price includes Materials, Equipment, Labor and Transportation)

ST	Location	G&C June 30, 2008	May 1, 2008 June 30, 2009	May 1, 2009 June 30, 2010
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			
17	Franklin			
18	Colebrook			
19	Plymouth			
20	Derry			
21	Peterborough			

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
22	Brookline			
23	Conway			
24	Newport			
25	Stratham			
26	Groveton			
27	Nashua			
28	Seabrook Beach			
29	Whitefield			
30	Milford			
31	Manchester			
32	Nashua			
33	Manchester			
34	Salem			
35	Hillsboro			
36	Jaffrey			
37	Lancaster			
38	Portsmouth			
39	Wolfeboro			
40	Walpole			
41	Seabrook			
42	Meredith			

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
43	Farmington			
44	Bristol			
45	Pittsfield			
46	Ashland			
47	N Woodstock			
48	Hinsdale			
49	Plaistow			
50	Nashua			
51	Pelham			
52	Gorham			
53	Hudson			
54	Glen			
55	Bedford			
56	Gilford			
57	Ossipee			
58	Goffstown			
59	Merrimack			
60	W Lebanon			
61	Fitzwilliam			
62	Raymond			
63	Winchester			

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
64	New London			
65	Campton			
66	Hooksett			
67	Hooksett			
68	N Hampton			
69	Nashua			
70	Swanzey			
71	Lee			
72	Concord			
73	Hampton- S			
74	Londonderry			
75	Belmont			
76	Hampton- N			
77	Rindge			
	Sub-Total:			

EXHIBIT B
BIDDER'S RESPONSE SHEET

(Estimate only – Billing Not to Exceed Total Bid)

B. Billable Charges Breakdown:

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

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.

Request for Additional Services: (not billable under Yearly Maintenance charges)

a. Labor Rates: \$ _____ Per person, per hour X 100 Hrs per year (Estimate Only) = \$ _____

b. Materials:

Materials Cost – (Estimate Only) per year: = \$ 1,000.00

Percentage of Markup from Vendor's or Net Trade Cost = _____ % X \$1,000 per year = \$ _____
(Mark-up Only)

Replacement Carts \$ _____ X 100 carts = \$ _____

Sub-Total: = \$ _____

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

D. Vendor:

Vendor Name: _____

Vendor Address: _____

Mailing _____

Telephone Numbers: _____

Business: _____

Emergency: _____

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.