

**LEGAL NOTICE****INVITATION FOR BID (IFB)****IFB 2020-30**

Pursuant to Massachusetts General Laws, Chapter 149/Chapter 30, § 39M, the Reading Municipal Light Department (RMLD) intends to contract for and extends an invitation to submit sealed bids for:

**STATION 4 AIR CONDITIONING PROJECT**

The RMLD will receive sealed bids until **11:00 A.M. on Tuesday, December 29, 2020**, via USPS mail sent to 230 Ash Street, Reading, Massachusetts, 01867, or delivered to the white mailbox in the visitor parking lot of the same address. Bids will be opened immediately after receipt deadline, and, due to the RMLD Office being closed to the public in light of the Covid-19 restrictions, read aloud while being recorded. The Bid results will be immediately published on the RMLD Website and sent to Bidders. Bids received after the time of announced deadline will not be accepted.

A mandatory pre-bid meeting will be held on **Wednesday, December 9, 2020 at 10:00 A.M.** at RMLD's Substation 4, 45 Causeway Road, Reading, MA 01867. Besides hard hats, and due to Covid-19 restrictions, masks and 6' of distancing are also required. Meeting notes will be sent (via Addendum) to all vendors who receive a copy of the Bid. Attendance is **MANDATORY**.

All vendors who attend the Pre-Bid Meeting must fill out and submit **RMLD's Non-Disclosure/Confidentiality Agreement** that is included as part of the bid package. Please return this document **prior** to the Pre-Bid Meeting or you will not be allowed to enter the Substation building.

Bid documents and bid forms may be obtained via email request to Paula O'Leary, Materials Manager, at [poleary@rml.com](mailto:poleary@rml.com). For questions or further information, please contact Paula O'Leary at 781-942-6440.

Each bid must be accompanied by a certified or cashier's check payable to the RMLD for a sum not less than 5% of the total amount of the bid. In lieu of a check, a bid bond may be submitted in an amount not less than 5% of the total amount of the bid, unless otherwise stated. The bond must be from a corporate surety licensed to do business in the Commonwealth of Massachusetts, conditioned that the bidder will pay the RMLD, as liquidated damages, the amount specified in the bond unless the bidder enters into a contract in accordance with the bid. If the bidder fails to enter into the contract or furnish any required bonds, insurance documents, or other required documents within ten (10) days from the date on which the bidder is notified that the bid has been accepted, the amount of the check or bid bond shall be forfeited to the RMLD.

The RMLD reserves the right to reject any and all bids, including and without limitation the right to reject any or all non-responsive, unbalanced or conditional bids, and to reject any bid if the RMLD believes that it would not be in the best interest of the RMLD to make the award to that bidder. RMLD also reserves the right to waive any minor informalities not involving price, time or changes to the work.

No agreement shall be valid or binding unless duly executed via contract or other writing signed by an authorized representative of the RMLD.

RMLD will make reasonable efforts to review and process bids promptly. However, RMLD will not be liable for any delays in acting on a bid.