

**PLEASE COMPLETE THIS FORM AND INCLUDE WITH YOUR SUBMISSION**



**CITY OF EAST PROVIDENCE  
DEPARTMENT OF PUBLIC WORKS  
PUBLIC BUILDINGS DIVISION  
REQUEST FOR PROPOSALS  
EP25/26-07  
CITY HALL EXTERIOR WINDOW REPLACEMENT  
BID OPENING THURSDAY, APRIL 16, 2026, AT 11:00AM**

**BID FORM**

The undersigned bidder, being familiar with local conditions affecting the cost of the work, hereby proposes to provide all necessary labor, materials, equipment and incidental items necessary to do all the work called for in the Specifications and in accordance with the Contract Documents.

There will be a **mandatory** pre-bid conference on **THURSDAY, APRIL 2, 2026**, at 11:00am in Conference Room A at East Providence City Hall, located at 145 Taunton Avenue, East Providence, RI 02914.

One (1) original, one (1) copy and 1 Thumb Drive of the proposal shall be submitted in one (1) sealed envelope to East Providence City Hall, Controllers Office, Room 103, Attn: Jessica Lamprey, Procurement Specialist, 145 Taunton Ave., East Providence, RI 02914 no later than **THURSDAY, APRIL 16, 2026, AT 11:00AM**. The bids will be publicly opened and recorded on the same day at East Providence City Hall in Conference Room A. Bids received with a time of 11:01 AM or later will be rejected. The outside envelope needs to be marked **RFP EP25/26-07 CITY HALL EXTERIOR WINDOW REPLACEMENT**.

The undersigned further understands that the lump sum bids include all work including labor materials and equipment necessary to construct the project in accordance with the plans, details and specifications. This is a prevailing wage project.

All prices must be written in words and figures. In case of discrepancy, the amount shown in words will govern.

Bidder acknowledges receipt of the following addendum:

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At the time of the opening of bids, the bidder shall have inspected the sites of the work to familiarize themselves with the conditions relating to the work under the contract.

Bidder hereby agrees to begin work within ten (10) days after the date of the NOTICE TO PROCEED, unless otherwise specified or permitted by the CITY, and shall complete the work under the provisions of the Contract **within 180 days of NOTICE TO PROCEED. All work shall be warranted for one year.**

A **5% Bid Bond** will be required to be submitted with proposals for this project. Payment requests shall be submitted on original AIA forms.

The undersigned bidder further agrees to pay the premiums for the Surety Bond (Performance, Labor and Materials Payment Bonds) for which said premiums are to be included in the Bid Price.

The City reserves the right to waive any informality in order to reject any or all bids if deemed to be in the best interest of the City.

**Remove and dispose of existing City Hall Windows and furnish and install new windows and all incidentals as specified.**

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Lump Sum (Words)

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Lump Sum (Figures)

BIDDING FIRM: \_\_\_\_\_

NUMBER & STREET: \_\_\_\_\_

CITY/STATE/ZIP: \_\_\_\_\_

PHONE NO: (\_\_\_\_) \_\_\_\_\_ FAX NO: (\_\_\_\_) \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PRINT NAME: \_\_\_\_\_ TITLE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_