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REQUEST FOR QUOTE

**COUNTY OF ORANGEBURG  
LIMITED SOLICITATION FORM**

1437 Amelia Street

**Orangeburg, S. C. 29115**

Jannella Shuler, Procurement Director

[jshuler@orangeburgcounty.org](mailto:jshuler@orangeburgcounty.org)

(803) 533-6121 or (803) 535-2307 fax

Solicitation Number: FY17-0105

Solicitation Title: Roof Replacement North Senior  
Citizens Community Center, North S. C.

Agency Contact: Jannella Shuler, Procurement  
Director – Richard Hall, Project Director

Questions due by 12/28/16 by 11:30 A.M. e- mail  
only [jshuler@orangeburgcounty.org](mailto:jshuler@orangeburgcounty.org)

Limited Solicitation is an informal procurement method for purchases over \$10,000 and up to \$50,000. This process is authorized by section Article 5-201-2C of Orangeburg County Procurement Code (“Code”)

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Fax Number: \_\_\_\_\_

Federal Tax ID Number: \_\_\_\_\_

Responses to this solicitation will be accepted by Orangeburg County Procurement Office Basement floor 1437 Amelia Street, Orangeburg, S. C. 29115 by or before January 4, 2016 on or before 11:30 A.M. **No late bids/quotes will be accepted. No fax bids will be accepted. You may e-mail quotes to [jshuler@orangeburgcounty.org](mailto:jshuler@orangeburgcounty.org) by the due date and time. The following documents are attached to this solicitation and will be applicable to the resultant contract: (none).** Please check website [www.orangeburgcounty.org](http://www.orangeburgcounty.org) – Purchasing/Bids- Solicitations for addendums before you submit your bid.

**North Senior Citizens Community Center 721 Stafford Rd, North, S. C.**

**Scope of Work**

Small commercial roof replacement work needed at the Orangeburg County Building, located at 721 Stafford Rd, North S. C. Building is about 3600 square feet. Contractor is required to have a valid license as a commercial roofing contractor with the state of South Carolina.

Work must be performed during normal business hours 8:30-5:00 M-F only. Vendor must adhere to all safety guidelines and regulations of occupancy of staff, citizens and vehicles around property.

Contractor has responsibility of tearing off and replacing shingles, felt and making any necessary repairs to the underlayment. Shingles are to be black, (30) thirty year architectural style shingles on the entire roof, replace all pipe flashings and install shingle overlay ridge vents. Work shall be conducted according to the manufacturer's installation instructions. The work shall include the furnishing of all supervision, labor, materials, and services required to make necessary repairs.

**Total Costs**     \$\_\_\_\_\_ to include labor, materials, installation etc. (no sales tax on labor)

Prices good for 45 days \_\_\_\_\_ Yes \_\_\_\_\_ No

Work must be completed within four (4) weeks from award of project.

**Warranty**

Contractor has responsibility of site clean-up, hauling away and properly disposing of all debris. Provide manufacturer's written warranty, thirty (30) year minimum. Contractor must furnish a written warranty on labor for a period of five (5) years.



**Vendor is qualified for and desires to exercise the following preference(s) as vendor has marked, below:**

**Preference 1. Vendor is a resident of the State of South Carolina:**     **Yes**     **No**

**Preference 2. Vendor is a resident of Orangeburg County, SC:**     **Yes**     **No**

**Preference 3. Vendor is an MBE (Minority Business Enterprise):**     **Yes**     **No**

**Vendor has Certificate of Insurance Liability to include workmen's Compensation Insurance**  
 **Yes**     **No** (This certificate is required if vendor is awarded and will be on County owned property. Please submit a copy.

**By vendor's authorized signature below, vendor agrees that Article 1-7 of the Code are incorporated by reference as terms of the vendor's written quote. The undersigned vendor agrees to be bound to the Code regarding all matters arising from this Limited Solicitation form.**

**Vendor Signature:** \_\_\_\_\_ (required, if not signed your bid may cause for disqualification)

**Vendor Official Title** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Addendums will be posted on website under this solicitation. Please check here if you acknowledge you viewed addendum information \_\_\_\_\_ if applicable.**

**Please use this sheet if you have any exceptions to scope of work or specifications**

Continuation Sheet (last sheet)