

MUNICIPALITY OF ANCHORAGE**PURCHASING DEPARTMENT****PHONE (907) 343-4590 - FAX (907) 343-4595**Mailing Address
P.O. Box 196650
Anchorage, AK 99519-6650Physical Address
632 W. 6th Avenue, Suite 520
Anchorage, AK 99501**REQUEST FOR QUOTATION NO. 2022Q044**RFQ No. **2022Q044** – Provide Three Hundred (300) Bike Helmets to the Municipality of Anchorage (MOA), Anchorage Health Department (AHD).

Date of Request	Reply Must Be Received Prior To	Buyer	Buyer Phone Number
11/10/2022	12:00 P.M. Local Time, November 23, 2022	Jared Brunelle	907-343-6498

THIS IS NOT AN ORDER
PLEASE QUOTE AT ONCE ON THE FOLLOWING AND SPECIFY YOUR DELIVERY DATE

Cover Sheet	Page	1
Quote Proposal	Page	2
General Provision	Page	3
Specifications	Consisting of 1 Page	

Quote must be submitted on Quote Proposal Page 2 along with all required information per attached Specifications.

This Request for Quotation is available electronically (.pdf) at the Municipality of Anchorage, Purchasing Office's website; <http://www.muni.org/Departments/purchasing/Pages/bidding.aspx>. Should you choose to obtain a copy of this from our website; it is your responsibility to periodically check the website for any addenda.

Questions regarding this RFQ **will** be submitted in writing via email to wwpur@muni.org. Written questions **will** be received no later than **12:00 P.M. Alaska Time, November 16, 2022**. Questions will include the Buyer's name, the RFQ number and RFQ Title, on the subject line.

Quotations will be submitted to the Purchasing Department via one of the following methods. Due to COVID-19 the **preferred** method is email.

1. Email: wwpur@muni.org ("**Subject**" line must include Buyer name and RFQ number)
2. Mail: P.O. Box 196650, Anchorage, AK 99519-6650
3. Hand delivery: 632 W. 6th Avenue, Suite 520, Anchorage, AK 99501.

Municipality of Anchorage
Purchasing Department
632 W. 6th Avenue, Suite 520
Anchorage, AK 99501Municipality of Anchorage
Purchasing Department
P.O. Box 196650
Anchorage, AK 99519-6650

MUNICIPALITY OF ANCHORAGE

Phone: 907-343-4590

Office Hours: 8:00 - 5:00 M-F

Excluding Municipal Holidays


Jared Brunelle
Junior Buyer

QUOTE PROPOSAL

Item	Description	Qty.	Unit	Unit Price	Total Price
1	Giro Tremor Child Unisex Youth Cycling Helmet - Matte Black, Universal Child (47-54 cm) (Or Equal Competitive Product) per attached Specifications.	150	EACH	\$ _____	\$ _____
	Shipping and Delivery (if applicable)	1	LOT	\$ _____	\$ _____
Total Line Item #1					\$ _____
*All items required by 12/31/2022				Estimated Delivery Date	__/__/____
2	Giro Fixture MIPS Bike Helmet, One Size, Matte Black (Or Equal Competitive Product) per attached specifications.	150	EACH	\$ _____	\$ _____
	Shipping and Delivery (if applicable)	1	LOT	\$ _____	\$ _____
Total Line Item #2					\$ _____
*All items required by 12/31/2022				Estimated Delivery Date	__/__/____

Addendum Acknowledgement	Prompt Payment Discount - Payment Terms Offered
Number(s) _____ is/are hereby acknowledged	_____% _____ Days OR Net 30 (default) 1% minimum and 15 days are the minimum amounts allowed (As referenced on page 3 under General Provisions)

The bidder will accept CREDIT CARDS for purchases against this RFQ

- Yes
 No

By submitting a quote, the quoter acknowledges that he/she have received all documents listed on the cover page. Carefully reviewed and possesses knowledge of all documents listed

Authorized Representative Signature

Date

Printed Name

Title

Printed Vendor Name

Phone Number

Mailing Address

Fax Number

City, State, Zip Code

Company Email Address

Physical Address of Company (if different from above)

City, State, Zip Code

By signing above the bidder certifies they are an equal opportunity employer and will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, marital status, or physical or mental disability. The contractor will comply with all laws concerning the prohibition of discrimination including, but not limited to Title 5 and Title 7 of the Anchorage Municipal Code.

GENERAL PROVISIONS

REQUIRED DOCUMENTS: Only the following listed items marked with an “☑” are required to be submitted with your Quote.”

- ☑ Quote MUST be submitted on the Quote Proposal Page 2 of this RFQ
- ☑ Shipping is FOB destination (include shipping cost in quote)
- ☑ Quoted prices may not be withdrawn or changed for a period of thirty (30) days
- ☑ Payment terms are Net/30

BASIS OF AWARD: Award will be made to the lowest responsive and responsible bidder(s) in accordance with Anchorage Municipal Code Sections 7.15.040, 7.20.020, 7.20.030, and 7.20.040, with preference to local bidders applied in accordance with Section 7.20.040. Evaluation for determining the lowest bid(s) will be made **by line item**. All items must be new and come with manufacturer’s warranty, if supplied by the manufacturer. The purchasing Director will have the sole discretion to determine whether the bid submitted meets specifications of the Invitation to Bid, whether a bidder is responsive, and whether a deviation is material.

DELIVERY TIME

All items are to be delivered on or before December 31, 2022.

DELIVER LOCATION:

Deliver to: Municipality of Anchorage,
Anchorage Health Department
825 L Street 3rd Floor
Anchorage, Alaska 99501

ANTI-DISCRIMINATION CLAUSE: The Contractor will not discriminate against any employee or applicant for employment because of race, color, religion, national origin, ancestry, age, sex, sexual orientation, gender identity, marital status or mental or physical handicap. The Contractor will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to the characteristics listed above. Such action will include, without limitation, employment, upgrading, demotion or transfer, recruitment or recruiting advertising, lay-off or termination, rates of pay or other forms of compensation and selection for training including apprenticeship. The Contractor will post in conspicuous places, available to employees and applicants for employment, notices setting forth the provisions of this non-discrimination clause. The contractor will comply with all laws concerning the prohibition of discrimination including, but not limited to Title 5 and Title 7 of the Anchorage Municipal Code

Specifications

Procurement of Bike Helmets

- Location: Anchorage Health Department Environmental Health Program 825 L Street 3rd Floor Anchorage, AK 99501.
- Timeframe: Delivered no later than 12/31/2022.
- Bike Helmet Specifications
- Instructions for use
 - Child Helmets
 - Giro Tremor Child Unisex Youth Cycling Helmet - Matte Black, Universal Child (47-54 cm) or equal competitive product
 - Quantity: 150
 - Adult Helmets
 - Giro Fixture MIPS Bike Helmet, One Size, Matte Black or equal competitive product
 - Quantity: 150
- Service: Shipping and Delivery if applicable