#18-19, Request for Proposal for Paint and the Replacement of Carpet Flooring for the City of Iowa City

Notice to Proposers: Sealed Proposals will be received at the Office of the City Clerk, until the time and date specified below.

Address Proposals To: Attention of the City Clerk's Office, City Hall, 410 E. Washington St., Room 140, Iowa City, IA 52240-1826. Proposals shall be sealed and clearly marked on the front "Request for Proposal for Painting and the Replacement of Carpet Flooring for the City of Iowa City, #18-19."

Questions: All questions and clarifications regarding this Request for Proposal can be answered by e-mailing the following representative **no later than October 23, 2017, noon (local time)**. All questions must be e-mailed in order to receive a response.

Purchasing:
Mary Nischel-Hogwood
Purchasing Agent
mary-nischel@iowa-city.org
(319) 356-5078

Proposals Are Due No Later Than: 2:30 p.m., October 27, 2017, 2:30 p.m. (local time). Proposers shall submit five (5) copies of their proposal.

Faxed or E-mailed Proposals will not be accepted.

The City is not responsible for delays occasioned by the U.S. Postal Service, the internal mail delivery system of the City, or any other means of delivery employed by the bidder. Similarly, the City is not responsible for, and will not open, any proposal responses which are received later than the date and time stated above.

Bonds and Insurance: Insurance is required with this Request for Proposal, as specified in Section 4. A Performance Bond or Bid Security is not required.

No Contact Policy:
All questions regarding this Request for Proposal must be in written form and must be submitted to the Purchasing Division, as stated above. After the date and time established for receipt of proposals by the City, any contact initiated by the proposer or by a City representative, other than the Purchasing Division representative listed herein, concerning this Request for Proposal is prohibited. Any such unauthorized contact may cause the disqualification of the proposer from the procurement transaction.

Unless authorized by the Purchasing Division, no other City official or City employee is empowered to speak for the City with respect to this acquisition. Any Proposer seeking to obtain information, clarification, or interpretations from any other City official or City employee other than the Purchasing Division is advised that such material is used at the Proposer's own risk. The City will not be bound by any such information, clarification, or interpretation.

Following the Proposal submittal deadline, Proposers shall not contact the Purchasing Division or any other City employee except to respond to a request by the Purchasing Division.

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