



# Town of Merrimack, New Hampshire

6 Baboosic Lake Rd · Merrimack, NH 03054 · [www.merrimacknh.gov](http://www.merrimacknh.gov)

May 20, 2015

## REQUEST FOR BID UTILITY STORAGE CABINETS

Faxed bids will be received by the Town of Merrimack until 2:00 PM on Wednesday, May 27, 2015 to supply and deliver two (2) utility storage cabinets to the Town of Merrimack's Police Department in accordance with the following detailed bid specifications and conditions:

The bid shall be submitted on the Bid Form furnished herewith and shall exclude state and federal taxes not applicable to municipalities.

The cabinets shall be the CopBox Cabinets model Explorer CS 3 or similar, including the following specifications:

- Three Drawers:
  - 3" drawer
  - 6" drawer
  - 11" drawer
- Motion latch door with adjustable shelf
- Shall be 40"W x 26"H x 30"D

The units shall be installed in the rear hatch of the Ford Police Interceptor SUVs.

Bids shall include descriptive literature.

The bid price shall include delivery and be quoted F.O.B. Town of Merrimack, Police Department, 31 Baboosic Lake Rd, Merrimack, NH. The time required for delivery must be indicated on the Bid Form and be guaranteed.

The Town reserves the right to reject any or all bids, to waive irregularities in the bids, and to accept the bid which best serves the interest of the Town.

Bids may be faxed to (603) 424-0516 or mailed to: Town of Merrimack Finance Department, 6 Baboosic Lake Rd, Merrimack, NH 03054 by the date specified on the bid form.

It is the bidder's responsibility to confirm the bid is received by the Finance Department by the date and time specified.

The Town of Merrimack's Purchasing Policy is available on the Town's website: [http://www.merrimacknh.gov/town/departments/finance/bid\\_opportunities](http://www.merrimacknh.gov/town/departments/finance/bid_opportunities); a copy may be obtained by contacting the Purchasing Agent.

For additional information call Xenia Simpson, Purchasing Agent, at [xsimpson@merrimacknh.gov](mailto:xsimpson@merrimacknh.gov) or (603) 424-7075.



**TOWN OF MERRIMACK, NEW HAMPSHIRE**

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**FINANCE DEPARTMENT**  
**6 Baboosic Lake Road**  
**Merrimack, NH 03054**

**Tel: 603-424-7075**  
**Fax: 603-424-0516**

**Bid on Utility Storage Cabinet**  
**Bid Form**  
*Due by*  
**2:00PM on Wednesday, May 27, 2015**

Utility storage cabinet, according to the Town's bid specifications \$\_\_\_\_\_

Manufacturer & Model # \_\_\_\_\_

Descriptive literature enclosed yes\_\_\_\_ no\_\_\_\_

Delivery will be made within \_\_\_\_\_ days of related purchase order.

The above bid is provided in accordance with the Town's bid invitation dated May 20, 2015, except as indicated below.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bidder: \_\_\_\_\_

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

City, State, Zip Code: \_\_\_\_\_

Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_

Authorized Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

E-Mail address: \_\_\_\_\_