



# Town of Merrimack, New Hampshire

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

February 27, 2024

## **Request for Bid Paint Exterior Trim and Replace Shutters for Town Hall**

Proposals will be received by the Town of Merrimack until 2:00 PM on Friday, March 15, 2024 to paint the exterior trim around 29 windows, 3 doors, and bulkhead and to replace the shutters (color black) for the West Wing of Town Hall, located at 6 Baboosic Lake Rd, Merrimack, NH, in accordance with the following detailed bid specifications and conditions:

A mandatory walk through is scheduled for Thursday, March 7, 2024 at 10:00 AM, at Town Hall located at 6 Baboosic Lake Rd. Please meet at the Finance Department in the West Wing. This will be the only opportunity for bidders to familiarize themselves with the site.

Proposals shall include type of paint being used and the time it will take to complete the project.

Time and effort spent for bid preparation is the responsibility of the bidder. The act of submitting a bid is considered to be full acknowledgement that the bidder has inspected the sites and is familiar with the conditions.

The contractor will be required to provide an insurance certificate confirming the following insurance coverage: worker's compensation insurance as required by the State of New Hampshire; broad-form comprehensive general liability insurance in an amount no less than \$1,000,000 combined single limit per occurrence; and motor vehicle insurance to include bodily injury, property damage, uninsured motorist, and employer's non-ownership coverage in an amount no less than \$1,000,000 combined single limit per occurrence. The Town of Merrimack shall be named as an additional insured on all policies.

The contractor must also agree in writing to indemnify the Town of Merrimack from any and all liability, loss or damage, including but not limited to bodily injury, illness, death, or property damage, which the Town becomes legally obligated to pay as a result of claims, demands, costs, or judgment against the Town arising out of the contractor's actions or omissions relating to this project.

Bids shall include all associated costs of liability insurance, supervision, labor, materials, tools, and travel to complete the work. 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.

The bids shall be submitted with the Bid Form furnished herewith and shall exclude state and federal taxes not applicable to municipalities. The bid price shall include delivery and be quoted F.O.B. Town of Merrimack, 6 Baboosic Lake Rd., Merrimack, NH.

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 must be marked "Bid to Paint Exterior Trim and Replace Shutters" and shall be faxed to the Town of Merrimack Finance Department at (603) 424-0516 or delivered to the Finance Department located at 6 Baboosic Lake Rd, Merrimack, NH by the date and time specified above.

The Town of Merrimack's Purchasing Policy is available on the Town's website: <http://www.merrimacknh.gov/finance-department/pages/bid-opportunities>; a copy may be obtained by contacting the Purchasing Agent.

For additional information call Kelly Valluzzi, Purchasing Agent, at [kvalluzzi@merrimacknh.gov](mailto:kvalluzzi@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 Form**  
**Paint Exterior Trim and Replace Shutters for Town Hall**  
*Due by 2:00PM on Friday, March 15, 2024*

Paint exterior trim of 29 windows, 3 doors and bulkhead  
According to the Town's bid specifications \$ \_\_\_\_\_

Shutters for each window (color: black) \$ \_\_\_\_\_

Work shall be completed within \_\_\_\_\_ days of receipt of related purchase order.

Bidder attended mandatory walk-through    yes \_\_\_\_\_ no \_\_\_\_\_

The above bid is provided in accordance with the Town's bid invitation dated February 27, 2024, except as indicated below:

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

Bidder: \_\_\_\_\_  
Street Address: \_\_\_\_\_  
City, State, Zip Code: \_\_\_\_\_  
Phone No: \_\_\_\_\_ Fax No: \_\_\_\_\_  
E-Mail: \_\_\_\_\_  
Authorized Signature: \_\_\_\_\_  
Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_