

**FORM FOR PROPOSAL PRICING**

**CITY OF FITCHBURG**

**MGL c. 30B SERVICES FORM FOR PROPOSAL PRICING**

**[insert contract number and title]**

**\*THIS FORM SHALL BE SUBMITTED IN A SEPARATE SEALED ENVELOPE  
AND NOT INCLUDED WITH THE TECHNICAL PROPOSAL\***

To the City of Fitchburg:

- A. Undersigned proposes to furnish labor and/or materials required in accordance with the specifications and for the contract price(s) specified below, subject to additions and deductions according to the terms of the specifications.
- B. This price proposal includes addenda numbered \_\_\_\_\_

[insert pricing table here]

Undersigned agrees that, if awarded, within five days, Saturdays, Sundays and legal holidays excluded, after presentation thereof by the awarding authority, execute a contract in accordance with the terms of this proposal.

\_\_\_\_\_  
(Name of Proposer)

\_\_\_\_\_  
(Name of Person Signing Proposal and Title)

\_\_\_\_\_  
(Business Address)

\_\_\_\_\_  
(City and State)

\_\_\_\_\_  
(Email address)

\_\_\_\_\_  
(Federal UEI number, if applicable)

## REQUIRED FORMS AND CERTIFICATIONS

### CERTIFICATION OF NON-COLLUSION AND GOOD FAITH

The Contractor certifies under penalties of perjury that this bid is in all respects bona fide, fair and made without collusion or fraud with any other person. As used in this subsection the word "person" shall mean any natural person, joint venture, partnership, corporation or other business or legal entity. The undersigned further certifies under penalty of perjury that the said undersigned is not presently debarred from doing public construction work in the commonwealth under the provisions of section twenty-nine F of chapter twenty-nine, or any other applicable debarment provisions of any other chapter of the General Laws or any rule or regulation promulgated thereunder.

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COMPANY NAME

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DATE

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BY: SIGNATURE AND TITLE

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PRINT NAME

### STATEMENT OF TAX COMPLIANCE

Pursuant to Massachusetts General Laws c. 62C, Section 49A, I certify under the penalties of perjury that to the best of my knowledge and belief, the bidder has complied with all laws of the Commonwealth of Massachusetts relating to taxes, reporting of employees and contractors, and withholding and remitting child support.

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COMPANY NAME

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FEDERAL TAX ID NUMBER

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BY: SIGNATURE AND TITLE

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PRINT NAME

Your social security or tax identification number may be furnished to the Massachusetts Department of Revenue to determine whether you have met tax filing or tax payment obligations. Providers who fail to correct their non-filing or delinquency will not have a contract or other agreement issued, renewed, or extended.

## **CERTIFICATE OF AUTHORITY/CORPORATE VOTE OF AUTHORIZATION**

At a duly authorized meeting of the Board of Directors of the \_\_\_\_\_  
(Name of Corporation)

held on \_\_\_\_\_, 20\_\_\_\_ Directors were present or waived notice, it was voted that

\_\_\_\_\_, \_\_\_\_\_ be and is hereby authorized  
(Officer Name) (Title)

to execute contracts and bonds in the name and behalf of said company, and affix its Corporate Seal thereto, and such execution of any contract or bond of obligation in this company's name on its behalf of such Officer under seal of the company shall be valid and binding upon this company.

A true copy of the record,

(Corporate Seal)

ATTEST: \_\_\_\_\_

I hereby certify that I am the \_\_\_\_\_ of the \_\_\_\_\_  
(Title) (Name of Corporation)

that \_\_\_\_\_ is the duly elected \_\_\_\_\_  
(Officer Name) (Title)

of said company, and the above vote has not been amended or rescinded and remains in full force and effect as of the date of this contract.

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

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

Date: \_\_\_\_\_

\*The company's Corporate Vote may be substituted for the Certificate of Authority.

## CERTIFICATIONS

CORI COMPLIANCE: Contractors to the City of Fitchburg required by law to perform CORI checks, are further required by the City of Fitchburg to employ fair policies, practices and standards relating to the screening and identification of persons with criminal backgrounds through the CORI system. The undersigned certifies under penalties of perjury that said undersigned employs CORI related policies, practices and standards that are consistent with the provisions of the Commonwealth's CORI Policies.

Contractor agrees that for certain municipal projects, the City or School Department may require their own CORI compliance check prior to the start of work.

FOREIGN CORPORATION: Undersigned certifies under penalties of perjury that said undersigned is not a foreign corporation; or, if the undersigned is a foreign corporation, they have provided, with this submittal, a Certificate from the Secretary of State stating that such corporation has been given the authority to transact business in the Commonwealth.

DEBARMENT: Undersigned certifies under penalties of perjury that said undersigned is not presently debarred from doing public work in the Commonwealth of Massachusetts, under any applicable debarment provisions of any Chapter of the General Laws, or any Rule or Regulation.

COMPLIANCE: Bidder has carefully examined the work described herein; has become thoroughly familiar with local conditions and the character and extent of the work; has carefully examined the drawings, project manual, specifications, contract documents, bid form and all addenda which are a part of this proposal, and thoroughly understands their stipulations, requirements, and provisions; and the Bidder will contract, in the form of contract required, to provide all necessary and proper machinery, equipment, facilities, and means to do all the work and furnish all the materials necessary and proper to carry out such contract in the manner and on the conditions set forth therein in accordance with the contract; and to perform or observe all other contract requirements thereby.

ELECTRONIC SIGNATURES: Bidder acknowledges consent to transact business using electronic communications, to receive notices and disclosures electronically, and to utilize electronic signatures in lieu of using paper documents. Bidder is not required to receive notices and disclosures or sign documents electronically and may request to receive paper copies and withdraw consent at any time.

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BY: SIGNATURE AND TITLE

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PRINT NAME

## PROPOSER'S REFERENCE FORM

Bidder's number of years in business \_\_\_\_\_ Dates in business \_\_\_\_\_ to \_\_\_\_\_

Bidder must provide five (5) business references for projects performed and completed within the past five (5) years (attach additional pages if necessary).

(1) Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Description and date(s) of work: \_\_\_\_\_

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

(2) Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Description and date(s) of work: \_\_\_\_\_

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

(3) Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Description and date(s) of work: \_\_\_\_\_

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

(4) Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Description and date(s) of work: \_\_\_\_\_

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

(5) Reference Name: \_\_\_\_\_ Contact: \_\_\_\_\_

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

Description and date(s) of work: \_\_\_\_\_

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

References will be contacted to confirm the bidder's skills, abilities and qualifications to faithfully perform the work as specified.

FORMS FROM THIS SECTION MUST BE COMPLETE AND INCLUDED WITH YOUR BID

DO NOT RETURN SPECIFICATIONS SECTIONS OF THE SOLICITATION

## PROPOSER'S CHECKLIST

<p>The following components of your bid are necessary for consideration of your bid package. This checklist is provided to assist you in meeting the minimum requirements.</p>	
Place a check mark (✓) beside each of the components and place in your bid package	✓
Reviewed and Understand the Specifications?	
Reviewed and Understand Contract Terms and Conditions?	
Addenda Acknowledged?	
Pricing Sheet in separate sealed envelope	
Certification of Non-Collusion and Good Faith	
Statement of Tax Compliance	
Certificate of Authority/Corporate Vote	
Certifications	
Proposer's Reference Form	
W-9 Form Completed and Included	
<p><i>Don't forget to place all required documents and forms in a sealed envelope, and label properly!</i></p>	