

December 19, 2005

NOTICE TO QUOTERS
Q/06/107
CHEMICALS & SUPPLIES

The City of Lansing officially distributes all Purchasing documents through the Michigan Inter-governmental Trade Network (MITN) and the City of Lansing Purchasing Office. Our office no longer mails bid documents, notices or addendums to our vendors.

To register for the MITN system or access bid information, including addendums, go to <http://www.govbids.com/scripts/mitn/public/home1.asp>

Quotes marked "Q/06/107 CHEMICALS AND SUPPLIES" will be accepted at the **Finance Department, Purchasing Section, 8th floor City Hall, 124 W. Michigan Avenue, Lansing, Michigan 48933**, until 3:00 p.m., local time in effect on DECEMBER 29, 2005. Quotes may be returned via fax, U.S. mail or in person.

Due to the increased number of phone inquiries, quote results will **only** be released via email, fax or self-addressed stamped envelopes.

The City of Lansing encourages quotes from all vendors including MBE/WBE vendors.

Any contractual or quote package questions should be directed to John Green, Senior Buyer at (517) 483-4129, fax (517) 483-4524. Technical questions may be directed to Al Albert at (517) 483-4535.

John Green
Senior Buyer

City of Lansing Purchasing Office
Solicitation Number: Q/06/107 Solicitation Name: CHEMICALS AND SUPPLIES

The City of Lansing Purchasing Office is collecting information regarding the use of the MITN e-procurement system. We are also collecting demographic information regarding woman-owned, minority-owned and Lansing based business. This form will not be used during the evaluation of bids or proposals.

You may return this sheet in your bid envelope, mail it back separately or fax to 517.483.4524. Please, do not staple this to your bid document.

I. Where did your firm receive of this solicitation? Please check all that apply.

- City of Lansing Purchasing Web Page <http://www.govbids.com/scripts/MITN/public/home1.asp>
 City of Lansing Purchasing Office
 Other, please list: _____

II. Demographic Information:

Is your firm located or have a business office within the corporate city limits of Lansing: yes _____ no _____

Is your firm owned (at least 51% ownership), operated and controlled by a member of the following minority groups? If so, please check all that apply:

- African-American Asian-Pacific Asian-Indian (India, Pakistan and Bangladesh)
 Hispanic-American Native-American (American Indian, Eskimo, Aleut, Native Hawaiian)

Is your firm owned (at least 51% ownership), operated and controlled by a female: Yes _____ No _____

III. Statement of No Bid/No Quote

NOTE: If you do not intend to submit a bid or quote on this commodity or service, please complete the information in lieu of your bid/quote.

We decline to submit a bid/quote for the following reasons marked below:

- Specifications too "tight", i.e. geared toward one brand or manufacturer only (explain below).
 Specifications are unclear (explain below).
 We are unable to meet specifications.
 Insufficient time to respond to the Bid/Quote.
 Our schedule would not permit us to perform.
 We are unable to meet insurance/bond requirements.
 We do not offer this product or service, remove us from your vendor's list for this commodity/service.
 Other (specify below).

Comments: _____

Company Information

Firm Name _____

Address (Street, City, State, ZIP) _____

Phone Number _____ Fax Number _____

Contact Person _____ E-mail Address _____

CITY OF LANSING
 FINANCE DEPARTMENT-PURCHASING SECTION
 8TH FLOOR CITY HALL
 124 W. MICHIGAN AVENUE
 LANSING, MICHIGAN 48933

THIS IS NOT AN ORDER

NOTE: If your bid/quotation is not returned and **completed** on this form, it may not be considered.
 Bid/quotation number must appear on outside of return envelope.

REQUEST FOR QUOTE # Q/06/107

FOR: CHEMICALS AND SUPPLIES

DATE DECEMBER 19, 2005

QUOTES DUE 3:00 PM, LOCAL TIME IN EFFECT DECEMBER 29, 2005

The City of Lansing Purchasing Office is requesting quotes for chemicals and supplies per the attached specifications. Respondents may quote on any single item or all items.

SEE ATTACHED TABLE

The City reserves the right to accept any quote, to reject any or all quotes and to make the award in the best interest of the City.

Any contractual or quote package questions should be directed to John Green, Senior Buyer at (517) 483-4129, fax (517) 483-4524. Technical questions may be directed to Al Albert at (517) 483-4535.

FEDERAL I.D.# _____ COMPANY _____ ADDRESS _____ CITY & STATE _____ TELEPHONE _____	SIGNATURE _____ TITLE _____ F.O.B. _____ TERMS: _____ DATE OF QUOTE: _____	NOTE: No quote tabulation will be mailed after the award of the quote unless by a respondent who submits a stamped, self-addressed envelope with their quote.
MICHIGAN CIVIL RIGHTS ACT Contractor shall not discriminate in hiring or its terms and conditions of employment on the basis of race, religion, creed, nation origin, color, sex, marital status, age, height, or weight, nor on the basis of handicap except where the same is based on a bona fide job requirement. Neither shall Contractor discriminate in the sales of products or the rendering of services pursuant to this contract on the basis of any of those categories.		

ITEM	QTY	CATALOG NUMBER	YOUR CATALOG NUMBER	DESCRIPTION	UNIT PRICE
A	8 packs	Fisher No. M00000P2F		mFc Broth with Rosolic Acid, Millipore, 50/pack, 2 ml. plastic ampoules NO SUBSTITUTE	
B	2 packs	VWR No. 55095-060		Pall No. 4804, GN-6 White Gridded, 100 ml., 0.45 um Microfunnel Filter Funnels, 200 ea./pack NO SUBSTITUTE	
C	1 case	Fisher No. 10-210-5G		1,00 ml Class A Volumetric Flasks with Polyethylene Stoppers, Corning No. 5642 1L	
D	6 each	Fisher No. 13-299-77		YSI No. 5906 Cap Membrane Kits NO SUBSTITUTE	
E	2 packs	Fisher No. 11-394-299		13" Scienceware Clavies Autoclave Gloves, Bel-Art No. 13201-0000 NO SUBSTITUTE	
F	5 packs	Fisher No. 13-297-200		Polyseed BOD Capsules, 50/pack NO SUBSTITUTE	
G	3 cases	FISHER No. 11-394-5D		X-Large, Powder Free Latex Exam Gloves, 10packs of 100/ case	
H	3 cases	Fisher No. 11-394-5A		Small, Powder Free Latex Exam Gloves, 10 packs of 100/ case	
I	20 packs	Fisher No. 09-873B		2.4 cm, Type 934 AH Glass Microfiber Filters, Whatman No. 1827-024 NO SUBSTITUTE	
J	2 cases	Fisher No. 04-355-37		DeCon Contrad NF Liquid Detergent for Automatic Washers, 4 gal/case	
K	1 pack	VWR No. 16362-044		Amber Dropping Bottles, 2 oz, 12 ea/pack	
L	2 each	Fisher No. 13-688-221		0.5-5.0 ml Brand Dispensette III Bottle Top Dispenser, Brand Tech No. 4701331 NO SUBSTITUTE	
M	2 each	Fisher No. 13-688-223		2.5-25 ml Brand Dispensette III Bottle Top Dispenser, Brand No. 4701351 NO SUBSTITUTE	
N	1 each	Fisher No. 13-688-77		Flexible Discharge Tube, Brand Tech No. 707925 NO SUBSTITUTE	
O	2 each	Fisher No. 13-688-75		Flexible Discharge Tube, Brand Tech No. 707926 NO SUBSTITUTE	
P	1 case	Fisher No. 02-896E		500 ml Wide Mouth Polypropylene Bottles, 4 packs of 12/ case	

We understand that the items "Instruction to Bidders" and "General Conditions" are fully incorporated herein as a material and necessary part of the contract.

COMPANY NAME _____ DATE _____

AUTHORIZED SIGNATURE AND TITLE _____

ADDRESS _____

CITY/STATE/ZIP _____

PHONE: _____ FAX: _____ EMAIL: _____