

Bid Submission Details

Bid Submission:

All bids must be received in the offices of HABITAT by 5:00PM ET on the due date indicated on the Project page or on the RFP email. Bids may be delivered by email, fax, mail, or in person.

Email: gcamacho@habitatpinellas.org

Fax: 727-209-2191

Mail: Habitat for Humanity of Pinellas

13355 49th St. N.

Clearwater, FL 33762

Request for Proposal (RFP) Presentation:

All RFP must be submitted using the specification made on the HABITAT RFP Form.

Request for Proposal Selection Procedures:

Bidders should allow a minimum of 14 calendar days for review and decision on bids. Bidders who have not previously worked for HABITAT must submit a minimum of three work references, and may possibly be contacted for a short interview. Bids will be evaluated using the following key guidelines:

- Technical capacity of the CONTRACTOR to provide services, including available equipment, facilities, and personnel to complete the proposed work, and reference checks from other customers and clients served
- Soundness of financial ratios and credit rating reports, where available, to assess financial strength, especially for high value contracts, to establish that the CONTRACTOR can finance the work without compromising quality
- Evidence of CONTRACTOR meeting national quality and ethical standards of doing business
- CONTRACTOR integrity and reputation
- Record of past performance where the CONTRACTOR has worked with HABITAT before
- Assurance that the potential CONTRACTOR is not on the US or other Government's list of terrorists, or not debarred or suspended by any municipality, state or country
- CONTRACTOR is a State of Florida licensure
- CONTRACTOR'S proof of Liability Insurance to cover the scope of work
- CONTRACTOR'S proof of Workers Compensation Insurance, or exemption certificate, to cover the scope of work
- CONTRACTOR'S availability to schedule and complete work in a timely manner
- CONTRACTOR'S completeness and responsiveness to the Request for Proposal (RFP)
- CONTRACTOR'S demonstrated willingness to work with HABITAT and support its mission

Questions:

All questions regarding RFP's should be directed to Gaby Camacho, V.P. of Construction & Procurement. Answers will be provided to all bidders, in writing, in a timely manner.

Terms and Conditions

1. HABITAT reserves the right to reject any or all bids and to re-issue the RFP.
2. Bids must be valid for 30 days and may not be altered, withdrawn, or modified after submission.
3. BILLING: Invoices will be accepted for payment by HABITAT via [email, fax or mail](#), once final inspection, or incremental inspection where applicable, for work has passed.
4. PAYMENTS: CONTRACTOR must provide to HABITAT all fully executed releases of liens, Partial or Full, for the specific work being billed for, before HABITAT will release payments.
5. VIOLATIONS: For any code violation or nuisance abatement declared against HABITAT for any job site, or any violation related to the SCOPE OF WORK, which results in any fees or costs assessed against HABITAT, the CONTRACTOR is responsible for completing all corrective actions required and payment of all fees. If the CONTRACTOR does not complete all corrective actions and payment of fees within the time frame stipulated in the violation or abatement notice, HABITAT will deduct the full cost of completing the corrective action and all fees from the CONTRACTOR'S last invoice prior to payment.