

COUNTY OF ROCKLAND - DGS-PURCHASING
 BLDG. A., 2ND FLOOR, 50 SANATORIUM RD, POMONA, NY 10970
 TELEPHONE: 845-364-3820 / TELEFAX: 845-364-3809

TITLE:
PAPER AND PLASTICS

BID NUMBER:
RFB-RC-05-109

INVITATION TO BID

BIDDER'S NAME: _____

ADDRESS: _____

Bids for the above referenced bid number and title will be received until 3:00 PM on: **AUGUST 4, 2005** at the Rockland County Purchasing Department, at the above address, at which time and place bids will be publicly opened and read. Specifications and bid forms may be downloaded at: www.rcpurchasing.com

TERMS: PRICES TO REMAIN FIRM FOR THE PERIOD OF SIX MONTHS FROM THE DATE OF AWARD WITH THE OPTION FOR AN ADDITIONAL SIX MONTH TERM

DELIVERY: WITHIN 15 BUSINESS DAYS AFTER RECEIPT OF PURCHASE ORDER, UNLESS PREVIOUSLY AGREED UPON BY SUPPLIER AND PURCHASING DEPARTMENT

Prices are to be quoted F.O.B. DESTINATION, PREPAID with deliveries to be made inside building to:
VARIOUS LOCATIONS THROUGHOUT ROCKLAND COUNTY

IMPORTANT NOTICE – Bid Distribution:

The County of Rockland officially distributes bidding documents from the Purchasing Division Office or through the Hudson Valley Municipal Purchasing Group's Regional Bid Notification System. Copies of bidding documents obtained from any other source are not considered official copies. Only those vendors who obtain bidding documents from either the Purchasing Division Office or the Regional Bid Notification System are guaranteed to receive addendum information, if such information is issued.

If you have obtained this document from a source other than the Rockland County Purchasing Division or the HVMPG Regional Bid Notification System, it is recommended that you obtain an official copy.

NOTE:

The proposal of each bidder shall contain the certification to non-collusive bidding as set forth in section 103-d of the General Municipal Law included in the specifications. This requirement must be strictly complied with. Filing of Affidavit of Disclosure is mandatory when submitting your bid for this project.

The undersigned reserves the right to reject any and all proposals and to accept any proposal or proposals as submitted, or as modified, which in the opinion of the undersigned will be in the best interests of the County of Rockland.

DATED: 7/21/05

COUNTY OF ROCKLAND
 POMONA, NY

BY: PAUL J. BRENNAN, C.P.M., CPPB
 DIRECTOR OF PURCHASING

PLEASE MAKE COPY OF BID FOR YOUR RECORDS

This Invitation to Bid is prepared in Microsoft Word (Office for Windows 2003) format. Any alterations to this document made by the Offeror may be grounds for rejection of the proposal, cancellation of any subsequent award, or any legal remedies available to the County of Rockland.

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BIDDER'S CHECK LIST

Your response to our above referenced bid may be considered unresponsive and may be rejected if the following forms are not included at the time of the bid opening.

- Notarized Affidavit of Non-Collusion as required by NYS Law
- Notarized Affidavit of Disclosure as required by Rockland County Code.
- Notarized Affirmative Action form.
- A Bid Deposit in the amount of \$00 as required in the Invitation to Bid.
(See page 7.)
- As per page 11 of the bid package, the County of Rockland requires a current insurance certificate, with the County of Rockland listed as additional insured, to be on file in the Purchasing Department. You will be given five (5) business days from notice of award to supply this form or the bid will be rescinded. Please note if the excess/umbrella clause is required.
- Experience / References form.
- Equipment form.
- Samples and/or Specifications as required.
 Bidders must send materials, marked with Company Name, Bid No. and Item No. on bid when bidding on or equal items. These must be received prior to bid opening.
- OTHER: _____

BIDPRO10.FRM

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GENERAL CONDITIONS: All proposals shall be made upon forms furnished by the Director of Purchasing for the County of Rockland and shall be contained in sealed envelopes addressed to County of Rockland, DGS - Purchasing, Bldg. A, 2nd Floor, Pomona, NY 10970. Forms of proposal as issued by the Director of Purchasing shall be completely filled in, in ink or by typing on original bid form. No photocopies will be accepted. No bid will be accepted which contains any changes, additions, omissions or erasures.

The Director of Purchasing for the County of Rockland reserves the right to waive any informality and to reject any or all bids.

Bidder must submit with bid detailed specifications, circulars and all necessary data on items he proposes to furnish. This information must show clearly that the item offered meets all detailed specifications herein. The Director of Purchasing reserves the right to reject any bid if its compliance with the specifications is not clearly evident.

Bids on equipment must be on standard new equipment, of latest model, and in current production, unless otherwise specified. All supplies, equipment, vehicles and materials must meet the provisions of the Occupational Safety and Health Act (OSHA).

All Vendors must comply with provisions of the Toxic Waste Right to Know Law and provide the County with any and all information as required by law.

The prices submitted shall be exclusive of Federal and State taxes and must not include any tax for which the bidder may claim exemption because of doing business with the County.

Prices shall be net, including transportation and delivery charges fully prepaid by the successful bidder to destination indicated in the proposal.

All bids received after the time stated in the Notice to Bidders will not be considered and will be returned to the bidder. The bidder assumes the risk of any delay in the mail or in the handling of mail.

The right is reserved to award bids on individual items or on total sums. Awards will be made to the lowest responsible bidder, as will best promote the public interest, taking into consideration the reliability of the bidder, the quality of the materials, equipment, or supplies to be furnished, their conformity with the specifications, the purposes for which required, and the terms of delivery.

No contract hereunder shall, either in whole or part, be assigned, transferred, conveyed, sublet or otherwise disposed of to any other person, company or corporation unless approval is first obtained in writing from the Director of Purchasing.

Should the successful bidder fail to meet a delivery date required by the specifications, the Director of Purchasing may, at his discretion, cancel the order and terminate the contract. In such event the County will assume no responsibility for any expense or loss to the successful bidder because of such cancellation or termination.

All formal purchase orders dated within the effective date of award will be invoiced at the bid prices regardless of delivery date.

Should any material or equipment delivered fail to meet the specifications, the County Director of Purchasing may, at his discretion require the vendor in writing to replace the same with material or equipment which does meet the specification and, at the vendor's expense, to remove the rejected material or equipment from wherever delivered or stored and in the event that such proper replacement and removal is not made by the vendor within 30 days, to cancel the order and terminate the contract, in which event the County will assume no responsibility for any expense or loss to the vendor because of such cancellation or termination.

The County reserves the right to terminate any contract or award which arises as the result of this bid, for any reason, that is in the best interest of the County of Rockland. Delivery must be made as ordered and in accordance with the proposal and specification.

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Placing in the mail of a Notice of Award and/or purchase order to a successful bidder, to the address given in his bid, will be considered sufficient notice of acceptance of contract. The award contract shall bind the successful bidder on his part to furnish and deliver at the prices and in accordance with the conditions of this bid.

The Contractor shall comply with all the provisions of the laws of the State of New York and the United States of America which affect municipalities and municipal contracts, and more particularly the Labor Law, the General Municipal Law, The Workmen's Compensation Law, the Lien Law, Personal Property Law, State Unemployment Insurance Law, Federal Social Security Law, State, Local and Municipal Health Law, Rules and Regulations, and any and all regulations promulgated by the State of New York and of amendments and additions thereto, insofar as the same shall be applicable to any contract awarded hereunder with the same force and effect as if set forth at length herein.

The County of Rockland reserves the right to extend the contract under the same terms and conditions for up to twelve (12) months from date of expiration provided such extension is mutually agreeable to both the County and the Contractor.

DRUG-FREE WORKPLACE ACT OF 1988: All Contractors providing property or services to the County of Rockland valued at \$25,000 or more, or any Contractor participating in a project involving a grant from any federal agency must comply with all aspects of this law.

The Drug-Free Workplace Act of 1988 ("Act") takes effect on March 18, 1989. The Act applies to any federal government contractor providing property or services valued at \$25,000 or more, or any establishment receiving a grant from any federal agency. A covered federal contractor must certify to the contracting agency that it will provide a drug-free workplace.

The Act requires each covered contractor to provide each employee a written statement informing employees that the manufacture, distribution, possession or use of controlled substances is prohibited in the workplace. The statement must specify the actions that will be taken for violations and that as a condition of employment the employee must abide by such statement and notify the employer of any conviction under a criminal drug statute for a violation occurring in the workplace within five days of such conviction. An employer who learns that an employee has been convicted must notify the contracting agency within ten days of receiving notice of the conviction. In addition, the employer must discipline the convicted employee or require him to participate in a drug abuse assistance program. Covered contractors are also required to establish an awareness program informing employees of the dangers of workplace drug use, the employer's drug-free workplace policy, services available for dealing with drug problems and penalties for drug abuse violations. (A covered contractor who is an individual as opposed to a partnership or corporation need only certify in the contract that he will not engage in the unlawful manufacture, distribution or use of a controlled substance.)

A government agency may terminate a contract if the contractor fails to comply with the Act or has so many employees criminally convicted for workplace drug violations that the agency believes the contractor is not making a good faith effort to establish and maintain a drug-free workplace. As used in this Act, the term "contractor" means the person responsible for performing the contract. Since there are presently no regulations on this Act, it is not clear whether the Act will apply to subcontractors and suppliers of federal contractors. The Drug Abuse Policy Office has stated that the contracting agency will determine whether the Act applies to subcontractors.

QUALITY ASSURANCE PROGRAM: Vendor agrees to participate in the County of Rockland's Quality Assurance Program. Vendor agrees to meet with the Director of Purchasing within 72 hours notice to address problems related to product and/or service. Failure to meet with the Director and outline corrective actions will result in repeal of award.

GENCON.DOC REV. 6/96

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PURCHASES BY OTHER LOCAL GOVERNMENTS OR SCHOOL DISTRICTS

As per the New York State General Municipal Law, all political subdivisions of New York State are allowed to make purchases through the resulting contract(s).

1. The County of Rockland shall make all contract award information available to other political subdivisions through our website: www.rcpurchasing.com
2. Any other political subdivision will issue purchase orders directly to vendors within the specified contract period referencing the County's contract and shall be liable for any payments due on such purchase orders; and shall accept sole responsibility for any payment due.
3. All purchases shall be subject to audit and inspection by the other political subdivisions for which the purchase was made.
4. No officer, board or agency of a county, town, village, or school district shall make any purchase through the County when bids have been received for such purchase by such officer, board or agency, unless such purchase may be made upon the same terms, conditions and specifications at a lower price through the County.
5. All Bidders shall be on notice that as a condition of the award of a County contract, the successful bidder shall accept the award of a similar contract with any other political subdivision in New York State, if called upon to do so. The County, however, will not be responsible for any debts incurred by the participants pursuant to this or any other agreement.
6. Necessary deviations from the County's specifications in the award of a participant contract, whether such deviations relate to quantities, or delivery points shall be resolved between the successful bidder and the other political subdivisions.

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VENDORS NAME: _____

NON-BIDDER'S RESPONSE

For the purpose of facilitating your firm's response to our invitation to bid, the County of Rockland is interested in ascertaining reasons for prospective bidder's failure to respond to "Invitations to Bid". If your firm is not responding to this bid, please indicate the reason(s) by checking any appropriate item(s) below and return this form to the above address.

We are *not* responding to this "Invitation to Bid" for the following reason(s):

_____ Items or materials requested not manufactured by us or not available to our company.

_____ Our items and/or materials do not meet specifications.

_____ Specifications not clearly understood or applicable (too vague, too rigid, etc.).

_____ Quantities too Small.

_____ Insufficient time allowed for preparation of bid.

_____ Incorrect address used. Our correct mailing address is: _____

_____ Our branch / division handles this type of bid. We have forwarded this bid on to them but for the future the correct name and mailing address is: _____

_____ **OTHER:** _____

Thank you for your participation in this bid.

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**AFFIDAVIT OF DISCLOSURE OF POLITICAL CONTRIBUTIONS PURSUANT TO CHAPTER 323
 OF THE ROCKLAND COUNTY CODE**

STATE OF NEW YORK)
 : ss
 COUNTY OF ROCKLAND)

NAME OF REPORTING ENTITY: _____

ADDRESS: _____

TELEPHONE NO.: _____ EXT: _____ TELEFAX NO.: _____

THE REPORTING ENTITY IS (Check one of the following):
 _____ AN INDIVIDUAL _____ A PARTNERSHIP _____ A CORPORATION

THE REPORTING ENTITY: (Check One)
 _____ Will enter into a contract with the County of Rockland which did/did not result from public bidding in excess of Ten _____ Thousand Dollars (\$10,000.00) this calendar year.

_____ Is currently under a contract with the County of Rockland in excess of Ten Thousand Dollars (\$10,000.00).

THE REPORTING ENTITY, ITS MEMBERS, DIRECTORS, POLICY MAKING OFFICERS, OR MAJORITY SHAREHOLDERS, HAVE DIRECTLY OR INDIRECTLY MADE THE FOLLOWING CONTRIBUTIONS TO THE PERSONS OR ORGANIZATIONS LISTED BELOW. (PLEASE LIST ALL CONTRIBUTIONS HAVING A VALUE IN EXCESS OF TWO HUNDRED DOLLARS (\$200.00) PER YEAR MADE TO ANY POLITICAL PARTY OR ANY INDIVIDUAL OR ANY COMMITTEE FOR AN INDIVIDUAL RUNNING FOR PUBLIC OFFICE IN ROCKLAND COUNTY OR IN A DISTRICT IN WHICH ROCKLAND COUNTY IS LOCATED, FOR A PERIOD OF THREE (3) YEARS PRIOR TO THE DATE OF THIS AFFIDAVIT.):

NOTE: PLEASE ANSWER "NONE" OR LIST EACH CONTRIBUTION SEPARATELY.
 (Use additional sheets if necessary)

NAME OF CONTRIBUTOR	RELATIONSHIP TO REPORTING ENTITY	CONTRIBUTION MADE TO	DATE OF CONTRIBUTION OF	VALUE & NATURE OF CONTRIBUTION

I am the _____ (Title or Office) of the reporting entity listed above.

I make this affirmation based upon my personal review of the books and records of the reporting entity. All of the foregoing information is true to the best of my knowledge, after inquiry. I make these statements under penalty or perjury.

SIGNATURE: _____

PRINT NAME & TITLE: _____

SWORN to before me this _____ day of

_____, 200_

 Notary public

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AFFIDAVIT OF NON-COLLUSION

The undersigned, having a principal place of business at:

NAME OF BIDDER: _____

PHONE NO.: _____ EXT: _____

BUSINESS ADDRESS: _____

TELEFAX NO.: _____

and being experienced and responsible for the performance of the same, agrees to furnish and deliver F.O.B., *Inside Delivery* to locations as specified, at the prices set forth by bidder in the specifications hereto annexed. The amount of the bid deposit, accompanying this bid is: \$500.00 5% of Total Bid Waived Other: _____ in the form of a Certified Check or Bid Bond.

CERTIFICATION AND SIGNATURE FORM

I hereby attest that I am the person responsible within my firm for the final decision as to the prices(s) and amount of this bid or, if not, that I have written authorization, enclosed herewith, from that person to make the statements set out below on his or her behalf and on behalf of my firm.

I further attest that:

1. The price(s) and amount of this bid have been arrived at independently, without consultation, communication or agreement for the purpose of restricting competition with any other contractor, bidder or potential bidder.
2. Neither the price(s), nor the amount of this bid, have been disclosed to any other firm or person who is a bidder or potential bidder on this project, and will not be so disclosed prior to bid opening.
3. No attempt has been made or will be made to solicit, cause or induce any firm or person to refrain from bidding on this project, or to submit a bid higher than the bid of this firm, or any intentionally high or non-competitive bid or other form of complementary bid.
4. The bid of my firm is made in good faith and not pursuant to any agreement or discussion with, or inducement from any firm or person to submit a complementary bid.
5. My firm has not offered or entered into a subcontract or agreement regarding the purchase of materials or services from any other firm or person, or offered, promised or paid cash or anything of value to any firm or person, whether in connection with this or any other project, in consideration for an agreement or promise by an firm or person to refrain from bidding or to submit a complementary bid on this project.
6. My firm has not accepted or been promised any subcontract or agreement regarding the sale of materials or services to any firm or person, and has not been promised or paid cash or anything of value by any firm or person, whether in connection with this or any project, in consideration for my firm's submitting a complementary bid, or agreeing to do so, on this project.
7. I have made a diligent inquiry of all members, officers, employees, and agents of my firm with responsibilities relating to the preparation, approval or submission of my firm's bid on this project and have been advised by each of them that he or she has not participated in any communication, consultation, discussion, agreement, collusion, act or other conduct inconsistent with any of the statements and representations made in this affidavit.

The person signing this bid, under the penalties of perjury, affirms the truth thereof.

Signature & Company Position

SWORN TO BEFORE ME THIS

Type Name & Company Position

_____ DAY OF 20____

Company Name

NOTARY PUBLIC

Date Signed

Federal I.D. Number

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Receipt Confirmation Form

Please complete and return this confirmation form within 5 working days of receiving bid package to:

PAUL J. BRENNAN, C.P.M., CPPB
Director of Purchasing, Department of General Services
County of Rockland
Sanatorium Road, Bldg. A, Pomona, NY 10970
Tele. (845) 364-3820 Fax: (845) 364-3809

Failure to return this form may result in no further communication or addenda regarding this Bid.

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____

Phone Number: _____ EXT: _____ Fax Number: _____

Email: _____

I have received a copy of the above noted BID.

_____ We will be submitting a Bid

_____ We will not be submitting a Bid

I authorize the County of Rockland to send further correspondence that the County deems to be of an urgent nature by the following method:

Courier Collect: _____ Mail _____

Signature: _____

Title: _____

If a bidders meeting has been arranged for this Bid, please indicate if you plan to attend: Yes / No

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INFORMATION TO BIDDERS

OBLIGATION OF BIDDERS

A Contractor shall not plead misunderstanding or deception because of estimates of quantities, character, location, or other conditions surrounding the same. Permission will not be given to withdraw, or modify, or explain any proposal or bid after it has been opened.

The proposal shall specify the costs, in the manner hereafter described for which the items will be supplied according to the specifications, together with a unit price for each of the separate items as called for. Any proposal shall be deemed informal which does not contain prices set opposite to each of the several items for which there is a quantity exhibited in the itemized proposal.

BID SECURITY

Each bid shall be accompanied by a certified check made payable to the County of Rockland in the amount indicated on the attached Affidavit of Non-Collusion. In lieu of such check, the bidder may furnish a bid bond in the same amount, and having as surety thereon a surety company licensed to do business in the State of New York and approved by the County Attorney.

Checks or bid bonds of all formal bidders will be returned after the contract has been executed.

AWARD OF CONTRACT

Award of contract will be made to the lowest responsible qualified bidder whose proposal shall comply with all of the provisions required to render it formal. The County or the Director of Purchasing reserves the right to waive any informality or to reject any or all proposals and may advertise for new proposals, if the best interest of the county will be served. The County or the Director of Purchasing may require any or all bidders to present evidence of experience, ability and financial standing as well as a statement as to the equipment which the bidder will have available for the executing of this contract. The county reserves the right to award this contract either on an item-by-item basis or as a total award of all items in combination.

EXECUTION OF CONTRACT

The bidder whose proposal is accepted will be required to execute the contract and furnish bonds and evidence of insurance within five days from date of Notice of Award, if required. In case of failure or refusal on the part of the bidder to enter into contract or to furnish bonds, if required, within the set period, the amount of deposit may be forfeited to the county and the contract may be awarded to the next lowest responsible bidder. Upon the execution of the contract and approval of the bond, the deposit will be returned to the proposer. The deposit of persons other than the one to whom award of contract is made will be returned to the person or persons making the proposal immediately after the contract and bonds have been executed.

NONRESTRICTIVE USE OF BRAND NAME OR EQUAL SPECIFICATIONS

The use of a brand name is for the purpose of describing the standard of quality, performance, and characteristics desired and are not intended to limit or restrict competition.

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GENERAL CONDITIONS

FORM OF PROPOSAL

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Form of proposal as issued by the county shall be completely filled in, in ink or typing. No bid will be accepted which contains any changes, additions, omissions or erasures.

EXPERIENCE & EQUIPMENT

Bidder shall submit with the proposal a Certificate of Experience for the past three (3) years. Certificate of Experience is included in these documents, if applicable.

CONTRACT EXECUTORY

This contract shall be deemed executory only to the extent of moneys appropriated and available for the purpose of the contract, and no liability on account thereof shall be incurred by the political subdivision beyond the amount of such moneys. The contract is not a general obligation of the County of Rockland. Neither the full faith and credit nor the taxing power of the County of Rockland is pledged to the payment of any amount due or to become due under such contract. It is understood that neither this contract nor any representation by any public employee or office creates any legal or moral obligation to appropriate or make moneys available for the purpose of the contract.

ASSIGNABILITY OF CONTRACT

The Contractor is prohibited from assigning, transferring, conveying, sub-contracting or disposing of this contract, or of any part thereof, or any payment to become due thereunder, or of his right, title or interest therein or his power to execute such contract to any other person or corporation without the previous consent in writing of the OWNER awarding the contract. If the Contractor fails to comply with this clause, the owner may immediately declare breach of contract.

USE OF PREMISES

The Contractor shall confine his equipment and the storage of materials, if any, and the portion of his employees to the limits directed by the owner and shall not encumber the premises or any part thereof with his materials or equipment. All work shall be accomplished in such a manner as not to interfere with the orderly conduct of the business of the County of Rockland. Since the buildings are occupied, personnel shall be instructed to refrain from unworkmanlike conduct while on the job.

FAILURE TO PERFORM

Should the Contractor fail to perform as required by the specifications, the county may cancel the order and terminate the contract. In such event, the County will assume no responsibility for, nor will it reimburse the Contractor for any expense or loss to the contractor because of such termination or cancellation. County will then purchase products/service on the open market and charge back the differences to defaulting vendor.

AMENDMENTS TO BID

Any verbal information obtained from or statements made by the Representative of the County of Rockland or his designee at the time of examination of the documents or site shall not be construed as, in any way, amending Contract documents. Only such corrections or addenda as are issued by the Director of Purchasing in writing to all Contractors shall become a part of the Contract. Any addendum issued during the time of bidding shall be included in bids and become a part of the Contract Agreement.

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INSURANCE: THE BID NUMBER IS TO APPEAR ON ALL INSURANCE CERTIFICATES

INDEPENDENT CONTRACTOR: The CORPORATION / CONTRACTOR/ AGENCY / CONSULTANT, is an independent contractor and covenants and agrees that it, its agents, servants and/or employees, will neither hold itself/themselves out as, nor claim to be an employee, servant or agent of the COUNTY, and that it, its agents and employees will not make claim, demand or application to or for any right or privilege applicable to an officer or employee of the COUNTY including, but not limited to, Worker's Compensation coverage, unemployment insurance benefits, Social Security Coverage or retirement membership or credit.

INSURANCE REQUIREMENTS:

GENERAL LIABILITY: The CONTRACTOR shall, at its/his/her own cost and expense, procure and maintain insurance to cover his/her/its work, services, employees, agents and servants under the terms of this agreement which shall include, but not be limited to:

A. Comprehensive general liability insurance in a minimal amount of one million dollars, combined single limit (CSL).

or

B. Comprehensive general liability insurance in a minimal amount of one million dollars, combined single limit (CSL); with two million dollars excess of one million dollars.

WORKERS COMPENSATION: The CONTRACTOR shall procure, pay for, and maintain during the entire term of the contract such insurance as will protect both the owner and the contractor from claims under worker's compensation acts and amendments thereto and from any other claims for property damage and for personal injury including death, which may arise from operations under this contract, whether such operations by contractor or by any other party directly or indirectly employed by the Contractor. Copy of Certificates to be provided to the County of Rockland.

COMPREHENSIVE AUTOMOBILE INSURANCE: The CONTRACTOR procure, pay for, and maintain during the entire term of the contract in an amount no less than \$300,000/\$500,000 for each occurrence for bodily injury, and \$100,000 for each occurrence of property damage.

DISABILITY INSURANCE & UNEMPLOYMENT INSURANCE: The Contractor shall procure, pay for, and maintain during the entire term of the contract any disability benefits and unemployment insurance as required by law. Copy of Certificates to be provided to the County of Rockland.

MALPRACTICE INSURANCE: (I.E. professional liability) in the amount of no less than one million and 00/100th (\$1,000,000.00) dollars.

If this box **IS CHECKED**, malpractice insurance **IS REQUIRED**.

CONTRACTOR TO HAVE ALL OTHER INSURANCE REQUIRED BY LAW.

When the CONTRACTOR signs and returns this agreement, contractor shall provide the County (Department of Purchasing) with a policy endorsement showing the above required insurance. The County of Rockland shall be named as additional insured on **all** insurance policies and policy endorsements, and the policies and policy endorsements shall provide that the insurance shall not be canceled or terminated without thirty (30) days prior written notice to the County of Rockland. Unless and until CONTRACTOR obtains such insurance and provides a policy endorsement to the County, this agreement shall not be effective and no moneys shall be paid or given to the CONTRACTOR.

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COMPLIANCE WITH LAWS

The Contractor shall comply with all the provisions of laws in the State of New York and of the United States of America which affect municipalities and municipal contracts, and more particularly the Labor Law, the Immigration and Naturalization Laws and Regulation, the General Municipal Law, the Workers' Compensation Law, the Lien Law, Personal Property Law, State Unemployment Insurance Law, Federal Social Security Law, State, Local and Municipal Health Laws, Rules and Regulation, and any and all regulations promulgated by the State of New York and of amendments and additions thereto, insofar as the same shall be applicable to any contract awarded hereunder with the same force and effect as if set forth at length herein. The bidder's special attention is called to those laws which are set forth in detail below:

A. NON-COLLUSIVE BIDDING CERTIFICATION

The attention of the bidder is called to Section 103-d of the General Municipal Law of the State of New York, which reads as follows:

(1). Every bid or proposal hereafter made to a political subdivision of the state or any public department, agency or official thereof where competitive bidding is required by statute, rule, regulation or local law, for work or services performed or to be performed or goods sold to be sold, shall contain the following true non-collusive bidding certification.

(a) By submission of this bid each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of knowledge and belief:

(1) The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement for the purpose of restricting competition, as to any matter relating to such prices with any other bidder or with any competitor;

(2) Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor and

(3) No attempt has been made or will be made by the bidder to induce any other person, partnership or corporation to submit or not to submit a bid for the purpose of restricting competition.

(b) A bid shall not be considered for award nor shall any award be made where (a) (1) (2) and (3) above have not been complied with; provided however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefore. Where (a) (1) (2) and (3) above have not been complied with, the bid shall not be considered for award nor shall any award be made unless the head of the purchasing unit of the political subdivision, public department, agency or official thereof to which the bid is made, or his designee, determines that such disclosure was not made for the purpose of restricting competition.

The fact that a bidder (a) has published price lists, rates, or tariffs covering items being procured, (b) has informed prospective customers of proposed or pending publication of new or revised price lists for such items, or (c) has sold the same items to other customers at the same prices being bid, does not constitute, without more, a disclosure within the meaning of subparagraph one (a).

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PAPER AND PLASTICS

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A. NON-COLLUSIVE BIDDING CERTIFICATION continued.....

2. Any bid hereafter made to any political subdivision of the State or any public department, agency or official thereof by a corporate bidder for work or services performed or to be performed or goods sold or to be sold, where competitive bidding is required by statute, rule, regulations, or local law, and where such bid contains the certification referred to in subdivision one of this section, shall be deemed to have been authorized by the board of directors of the bidder, and such authorization shall be deemed to include the signing and submission of the bid and the inclusion therein of the certificate as to non-collusion as the act and deed of the Corporation.”

The form of non-collusion bidding certification included as part of this bid package must be executed by the bidder and submitted with the proposal.

The County of Rockland or the Director of Purchasing reserves the right to waive any informality or to reject any or all bids.

The bid prices submitted shall be exclusive of Federal and State taxes and must not include any tax for which the bidder may claim exemption because of doing business with the County.

B. DISCRIMINATION IN EMPLOYMENT

The contractor will abide by the pertinent provisions of Sections 291-299 of the Executive Law and of the Civil Rights Law of the State of New York relating to unlawful discriminatory practices insofar as they may apply to this Agreement.

C. AFFIDAVIT OF DISCLOSURE

Local Law No. 10 of 1974 requires disclosure of political contributions by persons doing business with the County of Rockland. Section 3 of the Local Law states that:

“All corporations, partnerships or individuals prior to submitting a bid to the County of Rockland in excess of ten thousand dollars shall file an affidavit of disclosure with the clerk to the legislature containing a list of contributions made by the firm or any director, officer, or majority shareholder or the individual, directly or indirectly to any person or organization for any political party or for any individual running for public office or for a committee for an individual running for public office, or for any public officer in Rockland County for a period or three years prior to the date thereof. Such affidavit of disclosure shall be filed annually by December 31st until the contract is completed.”

Bidder shall submit the original Affidavit of Disclosure, completed and notarized, included in this bid package with his bid.

D. AFFIRMATIVE ACTION PLAN

“The bidder agrees to comply with Resolution 471 of 1975 and will submit with its bid an affirmative action plan if its business, 1) employs a minimum of 15 employees, and 2) does a minimum of \$50,000 per annum business with Rockland County. The bidder further understands and agrees that if an affirmative action plan is required, but not attached to the bid documents, the bid will not be awarded.”

E. SOCIAL SECURITY TAXES:

The Contractor for the agreed consideration promises and agrees to pay the taxes measured by the wages of their employees required by the Federal Social Security Act and all amendments thereto, and to accept the exclusive liability for said taxes. The Contractor further promises and agrees to indemnify and hold the owner harmless on account of any tax measured by the wages aforesaid of employees of the contractor assessed against the owner under authority of said law.

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HOLD HARMLESS CLAUSE

The Contractor shall defend, indemnify, save & hold harmless the County of Rockland, its agents, officers and employees from and against all suits, or claims, which may be based upon any injury to or death of any person or persons or damage to property, which may occur, or which may be alleged to have occurred in the course of the performance of this agreement by the Contractor, whether such sum claimed shall be made by an employee of the contractor by a third person, or their representatives, and whether or not it shall be claimed that the said injury, death, or damage were caused through a negligent act, or omission, of the Contractor; and the Contractor shall, at its own expense, defend any and all costs and other expenses, arising therefrom, or incurred in connection therewith, and, if any judgment shall be rendered against the Owner in any such action, or actions, the contractor shall, at its own expense, satisfy and discharge the same.

EXCULPATORY CLAUSE

The Contractor agrees to make no claim for damages for delay in the performance of this contract occasioned by any act or omission to act of the County or any of its representatives, and agrees that any such claim shall be fully compensated for by an extension of time to complete performance of the work as provided herein.

GUARANTEE

Upon completion and acceptance by the Owner, the Contractor shall guarantee, in writing, to the Owner that all items supplied by contractor are free from any and all defects in workmanship and materials for a period of one Year, and that all items will develop capacities and characteristics as specified. If, during period of one year from date of certificate of completion and acceptance of work, unless a longer period is specified, any such defects in workmanship, material or performance appear, he will remedy them without cost to County. Should Contractor fail to remedy such defects within a reasonable length of time, to be specified in notice from County, County may have such work done and Contractor shall be responsible to pay for it.

RIGHT TO KNOW LAW

"The successful bidder at the time of delivery of any toxic substance, which is defined as any substance with is listed in the latest printed edition of the National Institute of Occupational Safety and Health Registry of Toxic Effects of Chemical Substances or has yielded positive evidence of acute or chronic health hazards in human, animal or other biological testing, shall submit the following information to the Director of Purchasing:

- The name or names of toxic substance(s), including the generic or chemical name
- The trade name of the chemical and any other commonly used name
- The level at which exposure to the substance(s) is determined to be hazardous, if known
- The acute and chronic effects of exposure of the toxic substance(s) at hazardous levels
- The symptoms of such effects of exposure of the toxic substance(s) at hazardous levels
- The potential for flammability, explosion and reactivity of such toxic substance(s)
- Appropriate emergency treatment for over exposure of the toxic substance(s)
- Proper conditions for safe use and exposure to such toxic substance(s)
- Procedures for cleanup of leaks and spills of such toxic substance(s)

The successful bidder shall be required to comply with the provisions of Article 48 of the Public Health Law and Article 28 of the Labor Law, and as amended, at the time of delivery of any goods and material."

AMERICANS WITH DISABILITIES

"The County of Rockland is committed to full compliance with the Americans with Disabilities Act. To that end, the County is committed to creating an accessible environment for all. To request accommodations that you may require, please call Ann Marie Curley at (845) 364-3820. Please request these accommodations four (4) business days in advance so that we can seek to meet your needs."

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AFFIRMATIVE ACTION PLAN

State of New York)

:SS

County of Rockland

_____ being duly sworn, deposes and
says that he is the _____
of the _____ Corporation. That I (DO) (DO NOT) employ fifteen (15)
employees and I (DO) (DO NOT DO) a minimum of \$50,000 per annum business with the County of Rockland.

Based on the above information, attached hereto, is an Affirmative Action Plan or, because of the above, no Affirmative
Action Plan is necessary.

SIGNED

SWORN to before me this

_____ day of _____

200____

Notary Public: _____

**Strike out non-applicable information

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CERTIFICATION OF EXPERIENCE
(THIS FORM MUST BE FILLED IN BY VENDOR)

I _____ HEREBY CERTIFY THAT (COMPANY) _____

_____ HAS PERFORMED THE FOLLOWING WORK WITHIN THE LAST THREE YEARS:

NAME OF BUSINESS: _____ CONTACT NAME: _____

ADDRESS: _____

AMOUNT OF CONTRACT: _____ TELEPHONE NO.: _____

TYPE OF WORK: _____ FAX NUMBER: _____

NAME OF BUSINESS: _____ CONTACT NAME: _____

ADDRESS: _____

AMOUNT OF CONTRACT: _____ TELEPHONE NO.: _____

TYPE OF WORK: _____ FAX NUMBER: _____

NAME OF BUSINESS: _____ CONTACT NAME: _____

ADDRESS: _____

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AMOUNT OF CONTRACT: _____ TELEPHONE NO.: _____

TYPE OF WORK: _____ FAX NUMBER: _____

NAME OF BUSINESS: _____ CONTACT NAME: _____

ADDRESS: _____

AMOUNT OF CONTRACT: _____ TELEPHONE NO.: _____

TYPE OF WORK: _____ FAX NUMBER: _____

NAME OF BIDDER: _____ **BY:** _____

TITLE: _____ **WITNESS:** _____

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SPECIFICATIONS

1. SCOPE OF WORK

- 1.1. To furnish and deliver paper and plastic products to various locations throughout the County of Rockland.

2. GENERAL

- 2.1. **PLEASE READ THE BID CAREFULLY!!!**
- 2.2. **FAILURE TO COMPLY MAY RESULT IN BID BEING DECLARED NON-RESPONSIVE AND DISQUALIFIED.**
- 2.3. The County of Rockland reserves the right to cancel this bid with thirty days notice for any reason. The County of Rockland also reserves the right to rescind any award for poor service, quality, or any other valid reasons.
- 2.4. Do not call for results. Should you require the results, include this in a note with bid or fax such request. Allow at least 14 business days for an answer.

3. REQUIREMENTS

- 3.1. **Receipt Confirmation Form must be returned within five working days of receiving the bid. Do not send with bid.**
- 3.2. **All affidavits must be completely filled out, notarized, signed, and returned with bid. Check bid security deposit requirements (certified check or bid bond).**
- 3.3. Affirmative Action Plan form must be completed, notarized, signed, and returned with bid.
- 3.4. Certificate of Experience form must be completed, signed, and returned with bid.
- 3.5. Please type or print legibly in blue or black ink. **Pencil will not be accepted.** If we are unable to read the information, that item will be rejected.
- 3.6. Bids must be on original bid form. No photocopies accepted.
- 3.7. Bid only one item to a line. If bidding item and an alternate, use separate pages.
- 3.8. **Brand names, model or stock numbers and product code numbers are to be entered in brand column. If brand name and number is not specified as requested, your bid may be considered non responsive and subject to rejection.**
- 3.9. Unit price must be written in both price columns. Do not put total price in unit price columns.
- 3.10. Return only the pages that have items on which you have bid along with all legal documents.
- 3.11. Vendor shall not accept verbal orders.
- 3.12. All orders shall have a Purchase Order number and a delivery address.
- 3.13. Rockland County's commodity code number and purchase order number must be referenced on all packing slips and invoices.

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3.14. Please allow enough time when sending bids to be received by bid opening date.

4. DELIVERIES

- 4.1. There will be a \$500.00 liquidated damage charge for any order of plastic bags that is received short weight.
- 4.2. Vendor must advise the County of Rockland Purchasing Division of any delays. However, the County reserves the right to accept or reject the late shipment.
- 4.3. Delivery time shall be no longer than 15 business days after receipt of Purchase Order. Bid only on items capable of being delivered within the specified delivery time frame.
- 4.4. All orders shall be shipped complete. Split or partial shipments may be refused, unless agreed upon with the County of Rockland Purchasing Division. The County of Rockland Purchasing Division must be notified of any split or partial shipments. Broken (split) shipments and long delays in shipment will only cause problems for the using Departments and will delay payment. Vendor must advise when shipment will be completed.
- 4.5. If products are not delivered within the specified time frame, the County of Rockland may purchase the product elsewhere and charge back any cost differences to the supplier.
- 4.6. The County of Rockland's inventory is based on a fluid receiving of products. Any delays in shipping may cause a supply problem. If unable to comply with the delivery date specified on the purchase order, call the Purchasing Division at (845) 364-3817.
- 4.7. All deliveries must be accompanied with a bill of lading and packing slip.
- 4.8. Purchase order dates are based on the effective dates of award, not on delivery dates. All orders placed during the effective dates of award will be invoiced at bid prices regardless of delivery date.

5. SAMPLES

- 5.1. Samples are required for those items indicated on the Bid Proposal Pages. Samples are required if you are bidding alternates. If bidding exact item on specifications, sample is not required. Samples, if required, must be received at the County of Rockland Purchasing Division three (3) business days prior to the Bid Opening Date.
- 5.2. Samples must be properly marked, as to supplier, bid item number, and manufacturer product code number. Any samples received, not marked as specified, may be disqualified as non-responsive. (Samples coming from manufacturers are not usually marked as specified. Therefore, please inform your manufacturers of the County of Rockland Policy).
- 5.3. When sending requested samples, please send an ample quantity for testing and evaluation, (minimum 2 of each) unless otherwise stated in the Bid.
- 5.4. ***DO NOT SEND YOUR BID IN THE SAME PACKAGE WITH SAMPLES.***

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6. QUANTITIES/SIZES

- 6.1. All quantities shown are estimates based on previous usage. **Actual quantities ordered may be more or less during the term of this Contract.** Total quantities may not be ordered at one time. Each department does it's own ordering. Therefore, some orders may be of small quantities.
- 6.2. If packaging information or specifications are different than specified, it is the bidder's responsibility to note this on the Bid. (entering notation in red or other color will call our attention to the change).
- 6.3. Should the packaging of a product be changed, Bidder shall notify the County of Rockland Purchasing Division and the Receiving Department before shipping. The County of Rockland shall pay the lowest price, either Bid or invoiced.

7. PAYMENT

- 7.1. Each purchase order shall be invoiced separately. Do not combine purchase orders on one (1) invoice. Each department must be invoiced separately.
- 7.2. Invoices and packing slips must reflect the department name and address in the "Ship To" column.
- 7.3. Do not combine various destinations or departments on the same manifest, invoice or packing slips.
- 7.4. All invoices must have the purchase order number.

8. AWARD

- 8.1. Award will be made, on a line by line basis, or as a group as stated on the proposal pages, to the lowest responsible bidders. If bid is awarded by group, vendor must be on the entire group.
- 8.2. Substitutions on awarded items will not be permitted without the written approval of the County of Rockland Purchasing Division.

9. VENDOR INFORMATION – THIS SECTION MUST BE COMPLETED

- 9.1. VENDOR CONTACT PERSON: _____
- 9.2. VENDOR TELEPHONE NUMBER: _____
- 9.3. "E" MAIL ADDRESS: _____

9.4. WILL YOU ACCEPT AWARD OF ONE OR TWO ITEMS?
YES / NO (CIRCLE ONE)

PLEASE NOTE, IF THIS ITEM IS NOT CIRCLED, WE MAY NOT MAKE AWARD TO YOU.
IF YES IS CIRCLED, BIDDER IS OBLIGATED TO ACCEPT AWARD AND MAKE DELIVERY ON ALL ORDERS REGARDLESS OF THE SIZE.

9.5. ARE YOU A REGISTERED MINORITY OR WOMAN OWNED BUSINESS?
YES / NO (CIRCLE ONE) _____
CERTIFICATION NUMBER

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PAPER AND PLASTICS

IMPORTANT: PLEASE INDICATE UNIT AND EXTENDED PRICE TWICE

VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
BAGS									
1.	Bags - paper-# 1/6 sack 57 lb. basis wt., Kraft, Duro, or approved equal 12"W x 6 3/4" opening x 17"L	64015470001	5 bundle	500/ bundle					
2.	Bags – paper #6 size 6 lb. Basis wt. Kraft, Duro or approved equal	64015470002	5 bundle	500/pkg. 2000/ Bundle					
3.	Bags – paper-#12 size 40 lb. Basis wt., Kraft, Duro or approved equal 7"W x 4 1/4" opening x 14"L	64015470003	5 bundle	1000/ bundle					
<p><u>Vendor note for bags:</u></p> <ul style="list-style-type: none"> • <u>Samples required for items 4-10</u> • Samples must be actual bag & correct color • 2 samples of each bag must be submitted • Each bag must be labeled with bidder name, item number, and product number • If submitting packaging other than specified, bidder shall state weight of case • No substitution of samples shall be accepted 									
4.	Bags - Polyethylene and Super Hexane – Clear 15" x 9" x 31". .0004 gauge, Weight per case 19.84 lbs. All minimum weights. 5% Tolerance. With Star Seals. Linear Low Density. Recyclable, Resin and bag or approved equal. <u>Bags must be packed flat in boxes. No Rolls.</u>	66524230001	250 cs	1000/cs					

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VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
5.	Bags – Polyethylene and Super Hexane – Clear 33” x 40”. .0009 gauge Weight per case 19.80 lbs. All minimum weights. 5% Tolerance. No Gussets. No Star Seals. <u>Bottom Seal</u> , Linear Low Density. Recyclable, Resin and bag or approved equal.	66524230002	250 cs	250/cs					
6.	Bags – Polyethylene and Super Hexane – Clear 43” x 48”. .0015 gauge Weight per case 20.64 lbs. All minimum weights. 5% Tolerance. No Gussets. No Star Seals. <u>Bottom Seal</u> , Linear Low Density. Recyclable, Resin and bag or approved equal	66524230003	1250 cs	100/cs					
7.	Bags – Polyethylene-black Bottom Seal, 22” x 15” x 59” Low density Gusset. 2 mil., Min. wgt. 29.75 lbs./cs.	66524230004	20 cs	100/cs					
8.	Bags – Polyethylene - Clear 6.5” x 4.75” x 34.5” Low density - .0015 gauge	66524160001	20 cs	200/cs.					

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VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
9.	Bags – Polyethylene - Red 40” x 48” Linear Low Density 2 mil. Minimum case weight 25 lbs., Flat Bag. No Star Seal, No Opaque, <u>Must be true color</u> Bags to be printed with the following: Regulated Medical Waste Dr. R. L. Yeager Health Center Sanatorium Road Pomona, NY 10970 NOTE: <ul style="list-style-type: none"> • These bags may be ordered in lesser quantities than estimated amounts each time • We shall not accept nor pay for overruns of all polybag items 	66524230007	50 cs	100/cs.					
10.	Bags – Polyethylene - Red 24” x 23” Linear Low Density 0.52 mil. Minimum weight 9.2 lb./cs.	66524230009	25 cs	500/cs.					

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VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
11.	Bags - Wax Coated Sandwich, transparent, heavy duty, wet wax, 6" x 1 5/8" x 7" Cutrite, Reynolds, Bagcraft, Brooklace or approved equal. Marcel is not an acceptable brand	64080050001	60 cs	1000/ bx 6 bx/cs					
12.	Bags – Sanitary napkin receptacle liners, wax coated, kraft paper. Approximate size: 10" x 7 1/2" x 3", Color-Brown Continental 21501306250K or approved equal.	47532000001	10 cs	500/cs					
CAPS & APRONS									
13.	Cap – Institutional Bouffant Non-woven material, elastic bound, white	20015240001	25 cs	100 / bx 10 bx/ cs					
14.	Hairnets Fire retardant; Brunette	20015240002	5 ctn	144/ctn					
15.	Aprons – Plastic disposable knee length, White AP100	17568	20 bx	100/bx					
PLASTIC, BOWLS, CUPS, PLATES, AND LIDS									
Cups, bowls and lids must be plain - no printing. Lids must fit cup and bowl sizes for which they are intended <u>and may be awarded as a group</u>. Samples required if bidding alternate.									

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VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
16.	5 oz. plastic cup Dart #5N25 or approved equal	64060380001	100 cs	100/ tube 2500/cs					
17.	Lid for 5 oz. plastic cup Dart # L7N25 or approved equal	64060380002	5 cs	2500/cs					
18.	4.7 oz. plastic juice cup Fluted - Fabrikal 20730 or approved equal (For use with Lykes RS111 capping machine)	64060380003	10 cs	2000/cs					
19.	Lid for 4.7 oz. plastic juice cup Fabrikal 20732 or approved equal (For use with Lykes RS111 capping machine)	64060380004	10 cs	2000/cs					
20.	5 1/2 oz. plastic portion cup Translucent only Solo P550 or approved equal	64060380005	125 cs	2500/cs					
21.	Lid for 5 1/2 oz. plastic portion cup Solo PL5 or approved equal	64060380006	50 cs	2500/cs					
22.	12 oz. salad bowls 100% plastic - white Dart 12BWWF or approved equal	64060200001	20 cs	1000/cs					
23.	Lids for 12 oz. salad bowls, 100% plastic - clear Dart CL12BW or approved equal	64060200002	20 cs	1000/cs					

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VENDOR:

ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
24.	24 oz. salad bowls 100% plastic - clear Nyman 24244, Dart C24B or approved equal	64060200003	20 cs	500/cs					
25.	Beverage mug lid To fit 8 oz. And 12 oz. mugs Polystyrene Must be compatible with existing mugs Aladdin B42 or approved equal SAMPLE REQUIRED IF ALTERNATE	64050350005	100 cs	2000/cs					
26.	Soup bowl lid To fit 8 oz. and 12 oz. Mugs Polystyrene Must be compatible with existing mugs Aladdin B71 or approved equal SAMPLE REQUIRED IF ALTERNATE	64060190005	150 cs	1000/cs					
	FOAM - BOWLS, CUPS, PLATES								
Lids must fit cup, bowl, and plate sizes for which they are intended and will be awarded as a group. Samples required if bidding alternate.									
27.	Cup, 8 oz. Foam Hot Drink May be white cup with design Dart 8LXHZ, 858 or approved equal	64060410001	300 cs	25/bag 1000/cs					

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ITEM NO.	DESCRIPTION	COMM. CODE	EST. QTY.	PKG.	UNIT PRICE	EXTENDED PRICE	BRAND NAME & PROD. NO.	UNIT PRICE	EXTENDED PRICE
28.	Vented lid for 8 oz. Foam Hot Drink Cup	64060410002	40 cs	1000/cs					
29.	Cup, 12 oz. Foam Hot Drink May be white cup with design, Dart or approved equal	64060340001	10 cs	25/bag 1000/cs					
30.	Vented lid for 12 oz. Foam Hot Drink Cup	64060340002	5 cs	1000/cs					
31.	Plate, 6” Foam, Laminated Bread & Butter - white Dart 6PWQ or approved equal	64060670001	100 cs	125/bag 1000/cs					
32.	Plate, 9” Foam, Laminated Dinner - white Dart 9PWQ or approved equal	64060670002	300 cs	125/bag 500/cs					
33.	Dome Lid Clear plastic, 9” foam plate Dart CL9P or approved equal	64060670003	25 cs	125/bag 500/cs					
34.	Bowl, 12 oz. Foam Soup White Dart 12B32 or approved equal	64060180003	75 cs	50/bag 1000/cs					
35.	Lid for 12 oz. Foam Soup Bowl Dart 32JL or approved equal	64060180004	75 cs	500/cs					
36.	Cup, 32 oz. Foam Hot and Cold Insulated Container Dart 32TJ32 or approved equal	64060330001	25 cs	500/cs					
	FLATWARE – PLASTIC - WHITE								
SAMPLE REQUIRED FOR ITEMS 37 – 42 / ITEMS 37 – 41 WILL BE AWARDED AS A GROUP / SOLO IS NOT AN ACCEPTABLE BRAND									

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 TELEFAX NO.: 845-364-3809

PAPER AND PLASTICS

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37.	Teaspoons, light weight white, Polypropylene – unbreakable Dart or approved equal	64060460001	150 cs	1000/cs					
38.	Forks - medium weight Polypropylene - unbreakable white, minimum size 6” Dart or approved equal	64060460002	200 cs	1000/cs					
39.	Knives - medium weight Polypropylene - unbreakable white, minimum size 6 ½” Dart or approved equal	64060460003	100 cs	1000/cs					
40.	Teaspoons - medium weight Polypropylene - unbreakable white, minimum size 5 ¾” Dart or approved equal	64060460004	200 cs	1000/cs					
41.	Spoons - medium weight Polypropylene - unbreakable white, minimum size 5 ½” Dart or approved equal	64060460005	100 cs	1000/cs					
42.	Spork – medium weight Polypropylene - unbreakable white, Size: 6 ¾” , Dart, 525 plastica or approved equal	64060460009	120 cs	1000/cs					

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GLOVES									
43.	Gloves Disposable poly, Wrist length Sizes: Large, Extra Large	20015410001	20 cs	1000/cs					
NAPKINS									
44.	Napkins Dinner-1 ply- <u>quarter fold (1/4 fold)</u> 17 x 17, G P N7141 or approved equal <u>SAMPLE REQUIRED</u>	64050610001	150 cs	250/slv 12/slvs/cs					
45.	Napkins Luncheon-1 ply- <u>quarter fold (1/4 fold)</u> 13 x 12, G P 3141 or approved equal <u>SAMPLE REQUIRED</u>	64050610002	75 cs	500/slv 12/slvs/cs					
PAPER GOODS									
<ul style="list-style-type: none"> • Lids must fit cups sizes for which they are intended and will be awarded as a group • Cups must not contain any advertising • Cups may be decorated (but not with brands) • Sample required if bidding alternate 									
46.	Cups, 1 1/4 oz. soufflé paper, pleated Sweetheart, Solo or approved equal	64050210003	75 cs	250/ tube 5000/cs					

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47.	Cup, 12 oz. wax coated paper Sweetheart R12N or approved equal	64050350001	150 cs	100/ tube 2000/cs					
48.	Slotted lids for 12 oz. wax coated paper cup Sweetheart or approved equal	64050350002	15 cs	2000/cs					
49.	Cup, 16 oz. wax coated paper Sweetheart 20861 or approved equal	64050350003	100 cs	100/ tube 1000/cs					
50.	Slotted lids for 16 oz wax coated paper cup	64050350004	25 cs	2000/cs					
51.	Cup, 8 oz., wax coated , without handle for hot drink, min. wt. 17 pt., 3/4 mil. LDPE, 175 lb. basis wgt. Sweetheart 508 or approved equal	64050520001	20 cs	1000/cs					
STIRRERS & STRAWS									
52.	Stirrers Plastic coffee Jet or approved equal	64060750002	5 cs	1000/bx 10 bx/ cs					
53.	Straws , Individ. wrapped Plastic flexible , 7 1/2" length Scott Flex Straw, Dispoz, Jet, Sweetheart or approved equal <u>SAMPLE REQUIRED</u>	64060750001	30 cs	400/bx 25/bx/ cs					

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	TISSUES								
54.	Facial tissue 2-ply-9 3/4" x 8 1/4" (Minimum Size) white-100 2-ply to bx. Marcal, Cascade, Amtis 1867, or approved equal <u>SAMPLE REQUIRED</u>	64050770001	200 cs	30 bx/cs					
55.	Toilet tissue 4 1/2" x 4" Service roll white-500 2-ply roll <u>2 sample rolls must be sent prior to bid opening</u> and labeled with item number and bidder's name. Encore paper or approved equal. <u>SAMPLE REQUIRED</u>	64075630001	300 cs	96 rls/cs 48,000 sheets (2 ply)					
56.	Toilet tissue 4 1/4" x 4" Service roll white-500 2-ply roll <u>2 sample rolls must be sent prior to bid opening</u> and labeled with item number and bidder's name. Encore paper or approved equal. <u>SAMPLE REQUIRED</u>	64075630002	300 cs	96 rls/cs 48,000 sheets (2 ply)					

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	TOWELS								
57.	Towels, folded 1-ply Multifold 9 3/8" x 9 5/8" (Minimum Size) semi-bleached white 2 sample <u>sleeves</u> must be sent prior to bid opening and labeled with item number and bidder's name. <u>SAMPLE REQUIRED</u>	64075710001	1500 cs	4000 twls					
58.	Towels, Roll Semi bleached, 7 1/2" x 800'	64075	15 cs	6 rls/cs					
59.	Towels, paper, perforated 11" x 9", 2-ply wet strength 84 sheets/roll min. <u>SAMPLE REQUIRED</u>	64075820001	10 cs	30/cs					
60.	Disposable toilet seat covers Rest Assured or approved equal	64075000001	5 cs	20 pks of 250					

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	TRAYS, WRAPS - CARDBOARD, FOIL, PLASTIC								
61.	Aluminum foil trays 3 compartment, Hi-divider trays Size: Approx. 8 1/2" x 6 1/2" x 1 1/2". Foil laminated covers included. Ekco, Penny Plate, PCA or approved equal	64060280003	50 cs	250/cs					
62.	Carry out trays Size: Approx. 9 1/2"L x 9 1/4"W x 3"D Foam tray. Hinged lid, with positive lock lid. 3 compartments. Must be microwavable. Dart 95HT3 or approved equal	24070100002	100 cs	200/cs					
63.	Disposable serving trays 14" x 18" cardboard Plastic or Styrofoam not acceptable	24070100001	10 cs	100/cs					
64.	Foil-Roll Safety cutting edge 24" x 1000' .001 gauge, heavy duty Alcan, Ekco, PCA, Reynolds, Western Plastics or approved equal	64080100001	10 rl	1 rl/cs					

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65.	Plastic film - 12" x 2000' roll clear, PVC film-50 gauge Borden's, Reynolds, Network, Robbie or approved equal	66583910001	30 rl	1 rl/cs					
66.	Plastic film - 24" x 2000' roll clear, PVC film-50 gauge Borden's, Reynolds, Network, Robbie or approved equal	66583910002	50 rl	1 rl/cs					
GRIDDLE CLEANING									
67.	Griddle screens Carborundum screen sheets for cleaning griddles Approx. 4 1/2" x 5 1/2"	16573000001	5 cs	10 sheets/ pkg 50 pkg/bx 5 bx/cs					
68.	<p>Prompt Payment Discount Bidder offers a prompt payment discount of _____% _____ days or _____% _____ days, to apply after receipt of invoice or final acceptance of products, whichever is later.</p> <p>If no prompt payment discount is offered, enter 0 in the % space to indicate net 30 days, otherwise payment terms shall be 2% - 20 days, net 30 days; effective after receipt of invoice or final acceptance of the products, whichever is later.</p> <p>Payment terms offering less than 20 calendar days will not be considered in the price evaluation of your bid. Payment terms offering 20 calendar days or more, will be considered in the bid evaluation.</p>								

