STATE OF NEW YORK
DIVISION OF MILITARY AND NAVAL AFFAIRS
330 OLD NISKAYUNA ROAD
LATHAM, NEW YORK 12110-2224

REQUEST FOR QUOTE (RFQ) #11-32

SPECIFICATIONS

The Division of Military and Naval Affairs is seeking quotes for the supply and delivery of bottled drinking water for soldiers supporting the Joint Task Force Empire Shield (JTFES) mission. The monthly supply of water is estimated to be 430 cases (24 bottles per case, 16.9 oz bottles). The actual amounts may vary depending on the number of personnel on mission.

The bottled water must be certified by the New York State Department of Health. The following information is required on the labels of the bottled water:

- The type of source water;
- The address and location of the bottling facility or corporate offices;
- The net contents and/or capacity of the container; and
- The assigned New York State Certification number – (NYSHD Cert. #000)

Delivery will occur on a monthly basis to JFK International Airport, Building 111, Jamaica, New York 11430. Delivery schedules must be coordinated with JTFES personnel. Material handling equipment (pallet jack, lift gate) must be provided by the selected vendor.

The low bidder will be issued a purchase order for the period April 1, 2012 through March 31, 2013.

The Request for Quote form may be submitted electronically via email or facsimile to the designated contact listed below. Note that pricing must include all delivery charges.

DESIGNATED CONTACT

NYS Division of Military and Naval Affairs
MNBF-PC, Nancy Bik
330 Old Niskayuna Road
Latham, New York 12110-3514
nancy.bik@us.army.mil
(518) 786-4964 voice
(518) 786-6098 fax

New York State
Division of Military and Naval Affairs

REQUEST FOR QUOTE (RFQ) #11-32

RFQ NUMBER: 11-32 **DATE:** _____

SERVICE / COMMODITY REQUIRED: Provide and Deliver Bottled Water
(SCOPE OF WORK / SPECIFICATIONS ATTACHED)

DELIVERY LOCATION: Joint Task Force Empire Shield, Fort Hamilton, 210 Pence Street, Brooklyn, NY 11252

MANDATORY SITE VISIT: YES ☐ NO ☑

SCHEDULED SITE VISIT DATE / TIME: N/A

PROPOSAL DUE DATE / TIME: **Tuesday, March 27, 2012 @ 2:00 PM**

QUOTE AMOUNT IN ACCORDANCE WITH SCOPE OF WORK / SPECIFICATIONS

Case (24 Bottles/Case), 500mL (16.9oz) Bottled Water Including Delivery

$_____._____/Case X 430 = $_____._____ Per Month*

*Actual amounts may vary depending on the number of personnel on mission.

The undersigned hereby agrees to provide commodities/services in accordance with the enclosed specifications at the prices indicated above. Award of the contract will be made to a responsible and responsive bidder based on lowest price.

NAME AND TITLE (printed): _____

SIGN QUOTE HERE: _____

OFFICIAL COMPANY NAME: _____

MAILING ADDRESS: _____

_____

TELEPHONE #: _____ **FAX#:** _____

EMAIL: _____

MINORITY OWNED BUSINESS ENTERPRISE (MBE): YES ☐ NO ☐

WOMAN OWNED BUSINESS ENTERPRISE (WBE): YES ☐ NO ☐

SMALL BUSINESS: YES ☐ NO ☐ **FEDERAL TAX ID#:** _____