

PURCHASING DIVISION
CITY OF WORCESTER
MASSACHUSETTS 01608-1895
ROOM 201 – 455 MAIN STREET
PHONE (508) 799-1220

SEALED BID INVITATION
(Supplies, Material, Equipment, Services)

AN EQUAL OPPORTUNITY AFFIRMATIVE ACTION EMPLOYER

Bidders must state and identify the product offered, such as manufacturer's name, trade name, brand name and quality next to each item. ***WE MUST KNOW WHAT HAS BEEN OFFERED.*** By virtue of the offeror's signature below, proposer certifies that the product (s) or service (s) bid are in compliance with the City's terms, conditions and specifications in all aspects.

COMPLETE ORIGINAL COPY (including ALL pages) OF THIS BID MUST BE SUBMITTED IN A SEALED ENVELOPE:

DATE: December 31, 2025

TIME: 10:00 A.M. LOCAL TIME

PLACE: Purchasing Division, Room 201, City Hall, Worcester, Massachusetts

MARK SEALED ENVELOPE: **"Sealed Bid No. 8598-J6, Go Buckets / WPS"**

The name and address of the bidder must appear in the upper left hand corner of the envelope. The City of Worcester is not responsible for bids not properly marked.

All bids received will be publicly opened and read in the Bid Room, City Hall at date and time shown above. **NO BID WILL BE ACCEPTED AFTER TIME AND DATE SPECIFIED**

BIDDER TO COMPLETE ITEMS BELOW

Item No.	QTY	Description	Mfg.	Model	Unit Price	Total Price
		<p>Furnish, assemble, and deliver "Go Buckets" per the attached specifications and requirements of the City of Worcester Public Schools.</p> <p>Award to be made in the aggregate, bidder must bid all items to be considered for award.</p> <p>Questions pertaining to this bid MUST be directed to Jerry Kucera via e-mail at kucerajs@worcesterma.gov</p>				See attached specifications / pricing pages

<p>ABOVE ARE FOR (DEPT.) <u>WORCESTER PUBLIC SCHOOLS</u></p> <p>DELIVERY TO BE F.O.B. (LOCATION) <u>WPS WAREHOUSE (ATTN: MATTHEW MORSE) 220 BARBER AVENUE, WORCESTER, MA, 01606</u></p> <p>DELIVERY IS REQUIRED BY: (DATE) <u>05/1/2026</u></p>	<p>BIDDER _____</p> <p>ADDRESS _____</p> <p>CITY/TOWN _____</p> <p>STATE _____ ZIP _____</p> <p>AUTHORIZED SIGNATURE _____</p> <p>TITLE _____ TEL.: _____</p> <p>DATE: _____</p> <p>EMAIL: _____</p>
<p>BIDDER TO SPECIFY:</p> <p>DELIVER _____ DAYS FROM DATE OF ORDER _____</p> <p>PROMPT PAY DISCOUNT: _____ % 30 DAYS, NET 45 DAYS</p>	

CONDITIONS

- 1) Prompt pay discounts will be considered when determining the low bid except when discounts are for a period of less than 30 days. In this event discounts will not be taken into consideration when determining low bid.
- 2) Time, in connection with discount offered, will be computed from date of completion and/or delivery and acceptance at destination, or from date correct bill or voucher properly certified by the contractor is received if the latter date is later than the date of completion and acceptance and/or delivery and acceptance.
- 3) As the City of Worcester is exempt from the payment of Federal Excise Taxes, and Massachusetts Sales Tax, prices quoted herein are not to include these taxes.
- 4) **All prices are to be firm F.O.B. Delivered Destination, City of Worcester, Massachusetts, unless otherwise indicated by the City. Time reserved for award is ninety days.**
- 5) In case of error in the extension prices quoted herein, the unit price will govern.
- 6) It is understood and agreed that should any price reductions occur between the opening of this bid and completion of any delivery of any order, the benefit of all such reductions will be extended to the City.
- 7) The City of Worcester reserves the right to reject any and all bids, wholly or in part, and to make awards in a manner deemed in the best interest of the City.
- 8) Awards will be made to the bidder quoting the lowest net price in accordance with specifications.
- 9) The bidder to whom a contract is awarded guarantees to the City of Worcester all equipment, materials and/or workmanship for a period of one (1) year after final inspection and acceptance and shall replace promptly any defective equipment, materials and/or workmanship required without additional cost to the City.
- 10) It is understood and agreed that in the event of failure on the part of the bidder to indicate date of delivery and/or completion, delivery and/or completion will be made within twelve (12) days from date of purchase.
- 11) The Bidder must certify that no official or employee of the City of Worcester, Massachusetts is pecuniarily interested in this quotation or in the contract which the bidder offers to execute or in expected profits to arise therefrom, unless there has been compliance with provisions of G.L. C.43 Sec. 27, and that this quotation is made in good faith without fraud or collusion or connection with any other person submitting a quotation.
- 12) This inquiry implies no obligation on the part of the buyer, City of Worcester, Mass. Quotations will not be considered unless returned on this form. Your proposal should be forwarded to the office of the Purchasing Department, City of Worcester in a sealed envelope, plainly marked: "Quotation on (item requested)" – also, please show Bid Number.
- 13) It is understood and agreed that it shall be a material breach of any contract resulting from this bid for the Contractor to engage in any practice which shall violate any provisions of Massachusetts General Laws, Chapter 151B, relative to discrimination in hiring, discharge, compensation, or terms, conditions or privileges of employment because of race, color, religious creed, national origin, sex, age or ancestry.
- 14) Any prospective bidder requesting a change in or interpretation of existing specifications of terms and conditions must do so within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date. All requests are to be in writing (e-mailed to kucerajs@worcesterma.gov) to the Purchasing Department. No changes will be considered or any interpretation issued unless request is in our hands within five (5) days (Saturdays, Sundays and Holidays excluded) BEFORE scheduled bid opening date.
- 15) Bids which are incomplete, not properly endorsed, or signed, or otherwise contrary to these instructions may be rejected as informal by the Purchasing Agent. **CONDITIONAL BIDS WILL NOT BE ACCEPTED.**

CERTIFICATE OF GOOD FAITH FORM AS REQUIRED BY M.G.L. c. 30B

UNDER MASSACHUSETTS GENERAL LAWS, CHAPTER 30B: SECTION 10, THE FOLLOWING CERTIFICATION MUST BE PROVIDED:

Section 10. A person submitting a bid or a proposal for the procurement or disposal of supplies, or services to any governmental body shall certify in writing, on the bid or proposal, as follows:

“ The undersigned certifies under penalties of perjury that this bid or proposal has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification, the word “person” shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity, or group of individuals.”

(Please Print)

Name of Person Signing Bid

Signature of Person Signing Bid

Company

No award will be made without vendor certification of the above.

PERFORMANCE SPECIFICATION NOTICE

Any manufacturer / brand names or standards identified in this bid are meant to establish a minimum performance standard. Or-equal products from other manufacturers and/or brands that meet the standards listed are acceptable. The City shall solely make the determination as to products meeting the minimum performance standard. Vendors are encouraged to include product literature with their bid submission to verify product compliance.

IMPORTANT NOTICE TO BIDDERS:

**BIDDERS ARE ADVISED NOT TO TAKE ANY EXCEPTIONS TO THE CITY'S TERMS & CONDITIONS.
BIDS THAT INCLUDE COMPANY TERMS & CONDITIONS WHICH CONFLICT WITH THOSE OF THE CITY MAY BE REJECTED.**

Questions pertaining to this bid must be submitted to Jerry Kucera via email at kucerajs@worcesterma.gov

Worcester Public Schools (WPS) requests bids for the provision of “Go Buckets” — emergency supply kits intended for classroom use. Each bucket must be fully assembled (“kitted”) with the specified items prior to delivery.

Requirements

- **Kitting:**
 - Bidders are required to assemble all listed items into buckets before shipment.
 - Buckets must arrive fully prepared and ready for immediate distribution.
 - Partial shipments or delivery of loose items will not be accepted.
- **Bucket Specifications:**
 - Buckets must be durable, sealable, and sized appropriately to contain all items.
- **Item List:**
 - A detailed list of required contents is attached.
 - All items must be new and unused.
- **Quantity:**
 - Total of **1,721 buckets** required.
- **Delivery:**
 - All completed buckets must be delivered to the **WPS Warehouse ATTN: Matthew Morse, 220 Barber Avenue, Worcester, MA 01606.**
 - Delivery must be scheduled in coordination with WPS staff member Matthew Morse: morsem@worcesterschools.net
 - Bidders are responsible for ensuring safe transport and unloading.
- **Invoicing:**
 - All invoices must be sent to Accounts Payable: wpsacctspayable@worcesterschools.net

Each Bucket Must Contain the Following Items:

Product Name	Total QTY
Water-purification tablets (each purifies 1 L)	10
One-liter hydration bag with straw	1
Emergency bright stick	1
Large tarpaulin – 8x10 feet	1
Heavy-duty duct tape, general purpose, 2" x 60yds, 3" core	1
Toilet Tissue, 2ply, white, 400 sheets per roll, each roll individually wrapped	1
Pack of 100 wet wipes	1
Hand sanitizer, refreshing gel, 1 oz., flip-cap bottle	1
Toilet bag- must include rapid waste solidification and odor control gel that instantly solidifies liquid waste while locking in odors and child-safe. Non-toxic super-absorbent polymer gel used in baby diapers that is skin-safe and suitable for adults, children, & seniors. Leak-proof, tear-resistant, plant-based bags w/ convenient drawstring closure, and easy, hygienic disposal by tying and tossing.	2
Air freshener spray HOSPECO® AirWorks® Metered Aerosol – Fresh Linen; Item # HS-07918-EA , or equivalent	1
First Aid Kits, hard-sided plastic case. Apprx. 4" x 5" Number of Pieces: 37; Contains: multiple bandages, gauze, alcohol pads, butterfly closure, cotton swabs, antibiotic ointment pack.	1
Rope – nylon, 10' L, 10mm	1
No-slip rubber wedge door stop, 2 ¼"w x 4 ¾"D x 1 ¼" h	2
Battery-free flashlight – hand-crank, solar-powered, or kinetic energy acceptable; portable size for outdoor use:124x45x32mm/86g (or similar size)	1
White plastic 5-gallon bucket with tight fitting lid	1

Go Buckets / WPS – 8598-J6**PRICING PAGE**

#	<u>ITEM</u>	<u>UNIT MEASURE</u>	<u>QUANTITY</u>	<u>MFG. / MODEL #</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
1	White Plastic 5 Gallon Bucket with Tight Fitting Lid	EA	1721			
2	Water-Purification Tablets (each purifies 1 L)	EA	17,210			
3	1-liter Hydration Bag w/ Straw	EA	1721			
4	Emergency Bright Stick-Ultra bright green glow sticks, individually packed, 6 inch chem light sticks(12 hour duration)	EA	1721			
5	Large Tarpaulin – 8x10 feet	EA	1721			
6	Heavy-duty duct tape, general purpose, 2" x 60yds, 3" core	EA	1721			
7	Toilet Tissue, 2ply, white, 400 sheets per roll, each roll individually wrapped	EA	1721			
8	Pack of 100 Wet Wipes (no added dyes) – Fragrance free, Made with plant based fibers(plastic free), FSC-Certified skin cleaning wipe(FSC N004130), Flushable	EA	1721			
9	Hand Sanitizer, refreshing gel, 1 oz., flip-cap bottle	EA	1721			
10	Toilet Bag – must include rapid waste solidification & odor control gel that instantly solidifies liquid waste while locking in odors and child-safe. Non-toxic super-absorbent polymer gel used in baby diapers that is skin-safe and suitable for adults, children, & seniors. Leak-proof, tear-resistant, plant-based bags w/ convenient drawstring closure, and easy, hygienic disposal by tying and tossing.	EA	3442			

<u>#</u>	<u>ITEM</u>	<u>UNIT MEASURE</u>	<u>QUANTITY</u>	<u>MFG. / MODEL #</u>	<u>UNIT PRICE</u>	<u>TOTAL</u>
11	Air freshener Spray HOSPECO® AirWorks® Metered Aerosol – Fresh Linen; Item # HS-07918-EA , or equivalent	EA	1721			
12	First Aid Kits, hard-sided plastic case. Apprx. 4" x 5" Number of Pieces: 37; Contains: multiple bandages, gauze, alcohol pads, butterfly closure, cotton swabs, antibiotic ointment pack.	EA	1721			
13	Rope – nylon, 10' L, 10mm	EA	1721			
14	No-slip rubber wedge door stop, 2 ¼" w x 4 ¾" D x 1 ¼" h	EA	3442			
15	Battery-free flashlight – hand-crank, solar-powered, or kinetic energy acceptable; portable size for outdoor use: 124x45x32mm/86g (or similar size)	EA	1721			
16	Assembly of Each "Go Bucket"	EA	1721	N/A		
	TOTAL – ALL ITEMS***					\$ _____

- Award to be made in the aggregate, bidder must bid all items to be considered for award***

Bidder Name: _____