CONDITIONS OF BID

1. In case of error, unit prices are to prevail.

2. Proprietary names are quoted and no substitutions are allowed.

3. The college reserves the right to reject any or all bids if it is deemed in the best interests of the college.

4. Bids that differ from the specifications will be rejected automatically.

5. **Delivery of all merchandise is to be F.O. B. destination**, inside delivery and free of all charges.

6. All prices are to include all assembly and/or setup and installation.

7. Cape Cod Community College is to be held harmless and indemnified for any and all property damage and/or bodily injury which may occur to bidder, his employees, or other persons as a result of vendor’s presence on campus.

8. All products are to be of new equipment and of the highest quality specified.

9. All jobs described in the specifications are to be executed in a thoroughly substantial and workmanlike manner and no effort shall be spared to make every part of the equipment herein described illustrate excellence in workmanship and finish. All work and materials shall be first class in every aspect.

10. The Governor or his designee, the Secretary of Administration and Finance, the State Auditor or his designee, shall have the right at reasonable times and upon reasonable notice to examine the books, records and other compilations of data of bidder which pertain to the performance of the provisions and requirements of this agreement.

11. The contractor shall, at his expense, remove from the site on a daily basis all excess material, debris and equipment as a result of his work and leave the area broom clean. The contractor shall assume responsibility for any site damage resulting from installation and related activities.

12. The bidder shall provide all operating, service and parts manuals.

13. The college reserves the right to reject any bid not properly submitted prior to public bid opening. Bids must be submitted in a sealed envelope addressed as follows:

   **Dixie K. Norris, Vice President**
   Administration & Finance
   Cape Cod Community College
   2240 Iyanough Road
   West Barnstable, MA  02668-1599

   **Bid #**

**NOTE:** BE SURE BID # APPEARS ON ENVELOPE

Cape Cod Community College is an Affirmative Action/Equal Opportunity Employer who does not discriminate on the basis of race, color, religion, national origin, age, sex, or handicap status in its education programs or in admission to, access to, treatment in, or employment in its programs or activities as required by Title VI, Civil Rights Act of 1964; Title IX, Education Amendments of 1972; Section 504, Rehabilitation Act of 1973; Americans with Disabilities Act, and regulations promulgated thereunder., 34 C.F.R. Part 100 (Title VI), Part 106 (Title IX) and Part 104 (Section 504). All inquires concerning application of the above should be directed to Agustin Dorado, the College’s Affirmative Action Officer/Coordinator of the Title IX and Section 504.