



## City of Rockville Request for Quotation Form

<b>Department:</b> Recreation & Parks <b>Contact:</b> Rob Orndorff <b>Tel:</b> 240-314-8707 <b>Fax:</b> 240-314-8719 <b>Email:</b> <a href="mailto:rorndorff@rockvillemd.gov">rorndorff@rockvillemd.gov</a>	<b>Firm:</b> <b>Contact:</b> <b>Email:</b> <b>Fax:</b>		
<b>Request for Quotation no.:</b> RFQ011FY23	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;"><b>Quote Receipt date:</b></td> <td style="width: 50%;"><b>Quote Receipt Time:</b></td> </tr> </table>	<b>Quote Receipt date:</b>	<b>Quote Receipt Time:</b>
<b>Quote Receipt date:</b>	<b>Quote Receipt Time:</b>		
<b>Deadline for Questions:</b> 2PM, Friday, August 5, 2022	<b>RFQ Due Date/Time:</b> 2PM, Friday, August 12, 2022		

This solicitation is subject to the provision of the City of Rockville’s General Terms and Conditions (T&C). The T&C may be viewed on Procurement Division’s website at <http://www.rockvillemd.gov/DocumentCenter/View/75>. By submitting the quote, the firm confirms the quoted prices are valid for 60 days.

**For City Use Only-Please check the specification type that applies to this request and complete the description/scope of work:**

- Services: Submit quote based on description of service
- Brand Name or Equal (Goods): Firm is not restricted to the specific brand name, but if an equal is quoted, sufficient descriptive literature must be submitted with the quote
- Brand Name only (Goods): Quotes shall only be accepted for the exact brand name and model

Item #	Quantity	Description / Scope of Work	Unit Price	Total Price
<b>SEE</b>	<b>47,000</b>	<b>SPRING BULBS</b>		
<b>PAGE 2</b>		<b>GRAND TOTAL FROM PAGE 2</b>		

**Quoted prices to be F.O.B Destination (inclusive of all delivery, freight, and insurance, if required).**

<b>Delivery Location:</b> 14625 Rothgeb Drive Rockville, MD 20850	<b>Payment terms:</b> Net 30	<b>Delivery date:</b>	<b>Please check if the company meets the following criteria: Minority, Female, Disabled (MFD) Business:</b> Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Telephone No.:</b>	<b>Printed Name/Signature:</b>		<b>Date:</b>

- Goods or services must be delivered to the location specified above.
- The City is generally exempt from federal excise tax and State sales tax. However, any applicable tax shall be included in the vendor’s quote.
- All handling or packaging charges shall be included in the vendor’s quote.
- This RFQ is part of a competitive procurement process. The award, if made, will be made on a lump sum basis to the lowest responsive bidder.
- The City reserves the right to request any additional information that it deems necessary to evaluate the quote.
- If unable to submit a quote, please sign and return this form indicating the reason for not participating.
- **Email and Facsimile quotes shall only be accepted and must be submitted to the Department Contact listed above within the quote receipt date and time. The City will not accept or be responsible for late or incomplete quotes.**
- Vendor submittal of additional terms and conditions may result in the quote being deemed nonresponsive.
- **Vendor is responsible for checking the City’s website regarding any information or addenda to this Request for Quotation.**

**City of Rockville  
RFQ 011 FY23  
SPRING BULBS (FURNISH ONLY)**

**PRICING PAGE**

Type	Name	Color	Quantity		Unit Price		Total
<b>Hyacinth:</b>							
	Gypsy Princess	Yellow	5200	X		=	
	Jan Bos	Red	1800	X		=	
<b>Daffodils:</b>							
<b>Cyclamineus</b>	Maria	Yellow w/orange	2100	X		=	
<b>Double</b>	Tahiti	Yellow w/red	4700	X		=	
<b>Large Cup</b>	Fortissimo	Yellow w/orange	2200	X		=	
<b>Miniature</b>	Tete-a-tete	Yellow	300	X		=	
<b>Tulip:</b>							
<b>Darwin:</b>	Marit	Pink w/yellow	2200	X		=	
	Cosmopolitan		10700	X		=	
	Jaap Groot	Ivory w/yellow	3800	X		=	
	Parade	Red	4000	X		=	
	Golden Parade	Yellow	3300	X		=	
	Mystic van Ejik	Pink	4200	X		=	
Double Early	Flaming Baby	Red/yellow/orange	2500	X		=	
			<b>Total Bulbs</b>	47000	<b>Grand Total</b>		

**\*\*PLEASE FILL IN GRAND TOTAL ON PAGE 1 – TOTAL PRICE\*\***

If quoting a “substitute” product, reference the line item number, and include the name and color being offered. Any exceptions must be clearly documented.

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Do you claim any exception to any specification in this quote?

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**NAME OF BIDDER**

(COMPLETE AND RETURN WITH RFQ)

**City of Rockville  
RFQ 11 FY23  
SPRING BULBS (FURNISH ONLY)**

**SPECIFICATIONS**

**1. SCOPE OF WORK**

Furnish only Spring Bulbs as requested and detailed in these specifications.

**2. DELIVERY OF ITEMS**

Bulbs must be delivered by October 17, 2022.

Bulbs shall be delivered, F.O.B., between the hours of 8:30am and 2:00 pm Monday through Friday to:

City of Rockville, Stockroom  
14625 Rothgeb Drive  
Rockville, MD 20850  
ATTN: Rob Orndorff, 240-314-8707

**Contact Rob Orndorff, Horticulturist, to schedule delivery forty-eight hours prior.**

**3. REQUIREMENTS**

- All bulbs are to be top quality and fresh.
- All daffodils are to be DN 1, double-nose, #1 grade.
- All hyacinths are to be 16 cm or larger.
- All tulips are to be 12 cm or larger.
- Must bid on all bulbs.
- Substitutions will be considered.

**4. SUBSTITUTIONS**

The vendor is responsible for providing all items per the specifications.

The City of Rockville will consider equal substitutions, including minor variations in sizes, dimensions, and elements. Variations must be noted and explained on the price page.

The City reserves the right to determine the acceptability of any item offered in response to this request.

**5. TECHNICAL AND CONTRACTUAL QUESTIONS**

Technical questions should be addressed to: Rob Orndorff, Horticulturist, 240-314-8707, [rorndorff@rockvillemd.gov](mailto:rorndorff@rockvillemd.gov)

**6. QUESTIONS AND RFQ DUE DATES**

- Questions are due by 2PM, Friday, August 5, 2022
- RFQ is due by 2PM, Friday, August 12, 2022