

Request for Proposals

Sealed bids for Delaware State University Contract No. **FM-FY17-PM001 – Mechanical and Controls Maintenance Services** will be received by the Delaware State University, in the reception area of the Purchasing Office in the Administration Building, 1200 N. DuPont Highway, Dover, DE 19901-2277 (Third Floor), until **3:00PM EDST** local time on **September 14, 2016**. Bidder bears the risk of late delivery. Any bids received after the stated time will not be entertained. Sealed bids shall be addressed to the Delaware State University Attn: Zafar Chaudhry, Associate Vice President of Contract Administration, Administration Building, Room 321 (Third Floor), Dover, DE 19901-2277. The outer envelope should clearly indicate: **“DSU CONTRACT NO. FM-FY17-PM001 – Mechanical and Controls Maintenance Services - SEALED BID - DO NOT OPEN.”**

This invitation to bid involves **Mechanical and Controls Maintenance Services**.

A **MANDATORY** Pre-Bid Meeting will be held on August 23, 2016, at **3:00PM EDST** at the office of facilities management, **Facilities Management Conference Room** that is located at main campus, **1200 N. DuPont Highway, Dover, DE 19901**. Representatives of each party to any Joint Venture must attend this meeting. **ATTENDANCE OF THIS MEETING IS A PREREQUISITE FOR BIDDING ON THIS CONTRACT.**

Summary of Events and Dates:

The proposed schedule of events subject to the RFP is outlined below:

Public Notice	Date: 08/11/16
Mandatory Pre-bid Meeting	Date: 08/23/16 at 3:00 PM (Local Time)
Deadline for Questions	Date: 08/29/16 at 10:00 AM (Local Time)
Response to Questions Posted by:	Date: 09/08/16
Deadline for Receipt of Proposals	Date: 09/14/16 at 3:00 PM (Local Time)
Estimated Notification of Award	Date: TBD

* Each of the above date is subject to change

Note: All questions shall be in writing.

Bidders will not be subject to discrimination on the basis of race, creed, color, sex, sexual orientation, gender identity or national origin in consideration of this award, and Minority Business Enterprises, Disadvantaged Business Enterprises, Women-Owned Business Enterprises and Veteran-Owned Business Enterprises will be afforded full opportunity to submit bids on this contract. Delaware State University reserves the right to reject any or all bids and to waive any informalities therein.

END OF ADVERTISEMENT FOR BIDS