

MIKE DUGGAN
MAYOR, CITY OF DETROIT

February 18, 2019

REQUEST FOR BIDS
TO SUPPLY AND INSTALL OFFICE WORKSTATIONS
FOR 100 MACK AND 100 ELLIOT
DETROIT, MI 48201

CONTRACT ADMINISTERED BY:

DETROIT BUILDING AUTHORITY

1301 Third Street, Suite 328

Detroit, MI 48226

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ADVERTISEMENT**

**REQUEST FOR BIDS
TO SUPPLY AND INSTALL OFFICE WORKSTATIONS
FOR 100 MACK AND 100 ELLIOT
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Written responses are requested from interested respondents (Respondents) to this request for bids. The purpose of this request is to supply and install office workstations for 100 Mack and 100 Elliot, Detroit Michigan 48201, as more fully described in the Request for Bids (RFB).

The DBA will receive the responses, as herein set forth, in the offices of the Detroit Building Authority, Attention: Marc Tirikian, 1301 Third Street, Suite 328, Detroit, Michigan 48226. Proposals shall be endorsed "Supply and Install Office Workstations" and submitted not later than **1:00 P.M., Detroit** time, on Thursday, **March 7, 2019**, and will subsequently be evaluated to select a candidate for a service agreement. **A processing fee of twenty-five dollars (\$25.00), cashier's check or money order, payable to the Detroit Building Authority must be paid prior to the submission of qualifications.**

A mandatory pre-submittal meeting and site tour will take place at 100 Mack, Detroit, MI 48201, beginning at 1:30 P.M., Detroit time, on Tuesday, February 26, 2019.

The Respondent may only submit one response to this Request for Bids. Participation in more than one submittal team will result in rejection of all responses by that Respondent.

Respondents submitting qualifications may be required to make an oral presentation(s) to designated City representatives. The issuing office, if required, will schedule such oral presentation(s). The Respondent must pay any travel costs incurred for such presentations.

The Respondent must agree to comply with the requirements of the City of Detroit's Ordinances and Human Rights Department.

No response to this Request for Qualifications/Proposals may be withdrawn for at least 120 days after the actual opening of the qualifications/proposals. The DBA reserves the right to waive any irregularity in any qualifications/proposals, and to reject any or all qualifications/proposals, should it be deemed in its best interest. If additional information is needed regarding this RFB, please contact Marc Tirikian of the DBA at (313) 628-0903.

Tyrone Clifton, Director
Detroit Building Authority
1301 Third Street, Suite 328
Detroit, MI 48226

END OF ADVERTISEMENT