

File No. 10872

Request for Written Responses

The City of Cambridge, Massachusetts, the Awarding Authority, invites written responses for the project:
City Hall Room 303 Tel/Data Lines Upgrade

Plans and specifications will be available beginning **Thursday March 16, 2023**, contact [**purchasing@cambridgema.gov**](mailto:purchasing@cambridgema.gov) for an electronic copy.

The estimated project value is: **\$ 15,000.00.**

Written Responses will be received by email to [**purchasing@cambridgema.gov**](mailto:purchasing@cambridgema.gov) prior to **2:00 PM Thursday March 30, 2023.**

Written Responses can also be hand delivered to the Purchasing Department, 5 Bigelow Street, Cambridge, MA 02139 during normal business hours prior to 2:00 PM Thursday March 30, 2023.

Written Responses being delivered via USPS may be mailed to City Hall 795 Massachusetts Ave., Cambridge MA 02139 Attn: Purchasing.

Written Responses not hand delivered to the Purchasing Department may be dropped off to a grey locked drop box labeled “Purchasing” located at the rear entrance of City Hall. The box will be checked at the scheduled submission deadline.

The successful bidder will also be required to comply with the provisions of Chapter 306 of the Acts of 2004 in regard to required OSHA approved safety & health training.

The City of Cambridge reserves the right to reject any or all written responses.

No less than the prevailing wage rates as set forth in the schedule contained in this document must be paid on this project. **The Department of Labor Standards system is down. The prevailing wage rates will be issued by addendum as soon as they are received from the State.**

The successful bidder will be required to furnish a 50% payment bond if the contract amount is greater than \$25,000.

All questions must be submitted in writing and either emailed to [purchasing@cambridgema.gov**](mailto:purchasing@cambridgema.gov) or hand delivered to the Office of the Purchasing Agent, Elizabeth Unger, during normal business hours to 5 Bigelow Street, Cambridge, MA 02139 not later than Thursday, March 23, 2022 by 12:00 p.m. An Addendum will be issued to notify all bidders of the questions and answers.**

A pre-bid conference for all bidders will be held as follows:

Date: Tuesday, March 21, 2023

Time: 10:00AM

Place: Cambridge City Hall

795 Massachusetts Ave, 3rd floor Rm 303

Cambridge, MA 02139

Elizabeth Unger
Purchasing Agent

Name of Bidder: _____ 1