



Purchasing Office

May 1, 2024

Invitation to Bid
ITB LSCS24-0501
SUU Luxury Shipping Container Suites

Southern Utah University is requesting bids from qualified sources to provide, Luxury Shipping Container Suites, based on the information provided in this document. Bids will be received via email (tannergale@suu.edu) OR in the Southern Utah University Purchasing Office, attn. Tanner Gale, 351 West University Blvd., Cedar City, Utah, 84720, no later than 2:00PM (MT) Thursday, May 9, 2024. At this time, a list of the names of the firms submitting bids will be available. No other public disclosure will be made until after award of the contract.

Southern Utah University is located in Cedar City, Utah. We are a state institution, committed to undergraduate, professional graduate, and applied technology programs of excellent quality. The University enrolls over 13,000 students and employs more than 1000 faculty and staff. Founded in 1897, SUU is located on a main campus of 130 acres in Cedar City, Utah, about 2 ½ hours north of Las Vegas on Interstate 15, in the geographic area of Utah's National Parks.

Please note bids must be received, either mailed, emailed, or hand delivered, in the **Southern Utah University Purchasing Office, attention Tanner Gale**, by the bid deadline listed below. Bids received late will not be considered. Questions concerning this bid can be directed to Tanner Gale, Purchasing Office.

Tel: (435) 586-7713 – **Email:** tannergale@suu.edu

Bid Deadline: 2:00PM (MT), Thursday, May 9, 2024

All questions & bids must be submitted in writing to:

Southern Utah University
Purchasing Office Attn: Tanner Gale
351 West University Blvd.
Cedar City, Utah 84720
Email: tannergale@suu.edu

Please Note: Email preferred.

General Information

1. All bid information is to be held in strict confidence. SUU reserves the right to accept or reject any or all bids or waive any informalities or technicalities in any bid in the interest of the University.
2. Awarded contracts are subject to our terms and conditions, which can be found at <https://www.suu.edu/ad/purchasing/forms.html>
3. **Bids will include all charges (freight, etc.) – Any additional charges, fees, and costs not included in your bid will not be accepted.**
4. Any Addenda issued during the time of bidding shall become part of the contract documents made available to all bidders for the preparation of the bid.
5. The procurement laws of the State of Utah and the University's Purchasing Policy govern this request. Policies and rules are available upon request.
6. Whereas Contractors/Vendors may have provided budgetary proposals to the University regarding this project, this Invitation to bid **supersedes** all other requests. Bidders must respond to this request and any proposals, bids, or quotes provided prior to this request cannot be considered.
7. Award shall be made to the responsive and responsible contractor whose submittal is determined to be the most advantageous to the University taking into consideration the evaluation criteria set forth in this solicitation.
Pricing, although a consideration, shall not be the sole determining factor.
Evaluation Criteria – Invitation to Bid shall be evaluated based on the following criteria: Experience, Performance ratings, Inspection, Testing, Quality, Workmanship, Time and manner of delivery, References, Financial stability, Cost, Suitability for a particular purpose, the contractor's work site safety program, including any requirement that the contractor imposes on subcontractors for a work site safety program.
8. **Debarment Clause:** Contractor/vendor certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction (contract), by any governmental department or agency. If Contractor/vendor cannot certify this statement, attach a written explanation for review by the University. Contractor/vendor must notify the Director of Purchasing within 30 days if debarred by any governmental entity during the Contract period.
9. In accordance with Utah Statute 63G-27-101, effective May 5, 2021, vendors contracting with the State to provide a good or service, including supplies, information technology, or construction services must certify they are not currently engaged in a boycott of the State of Israel and agrees not to engage in a boycott of the State of Israel for the duration of the contract (if awarded).

Specifications - Scope of Work

Intent: It is the intent of Southern Utah University to receive quotations from qualified vendors to provide luxury shipping container suites to be utilized at athletic events.

- At least a 20' shipping container.
- Must be a new shipping container, cannot be a repurposed unit.
- Automatic drop deck with aluminum plank decking.
- Top deck with putting turf flooring, fold down cable railing, & removable aluminum stairs.
- Electrical with interior and exterior outlets and lighting - Plug & play.
- Painted with custom SUU colors inside and outside.
- Stained & sealed plywood interior flooring.
- 12' slide awning over the deck.
- 8' stained pine wood bar with galvanized top and extension (for bar stools).
- 4 Bar stools.
- Leather sofa.
- 55" TV.
- Under bar refrigerator.
- High velocity fan.
- Trash can.
- Fire extinguisher.
- Welded fold down table on the door.
- 2 Umbrella tables for top deck.
- 2 SUU logo umbrellas.
- Complete branding package includes Metal bar sign, Right door panel sign, Left side panel, Interior sign, Top rail banner.
- Can provide at least 5 units.



- **Please offer earliest ETA**
- **Please Give itemized pricing and total cost, plus availability**
- We have a loading dock, forklifts, and manpower, to help unload most items.

Please Note: SUU is tax exempt and non-profit. The winning vendor will be provided with a tax exemption certificate upon request.