

**Request for Response 362  
Sheriff's Department Hampden  
Administrative Housing Services**

**General Information and Quote Submission Requirements**

Sealed bids for Administrative Housing Services are to be delivered to the Sheriff's Department Hampden, 627 Randall Road, Ludlow, MA 01056, and will be received until **Wednesday, April 24, 2019 at 2:00 PM** at the Sheriff's Department Hampden Purchasing Department, Room 252, 627 Randall Road, Ludlow, MA 01056, at which time they will be publicly opened and read aloud in front of one or more witnesses. For specifications call Ann Speziali at 413-858-0119. All bids submitted must be clearly marked in the lower left hand corner of envelope, "Number 362, Administrative Housing Services, Submission Deadline: **April 24, 2019, 2:00 PM**".

The contract will be awarded within 45 days after the submission deadline unless the time for award is extended by mutual consent of the parties.

If any changes are made to this Request for Response (RFR), an addendum will be issued. Addenda will be mailed, e-mailed, or faxed to all bidders on record as having been issued the RFR.

Questions concerning the RFR must be submitted in writing to: Ann Speziali, 627 Randall Road, Ludlow, MA 01056 before 4:00 PM on **Friday, April 12, 2019**. Questions may be delivered, mailed, or emailed to [ann.speziali@sdh.state.ma.us](mailto:ann.speziali@sdh.state.ma.us). Written responses will be emailed to all bidders on record as having been issued the RFR.

Bidders should also include in their submission all additional forms that the vendor is directed to submit by the attachment "Sheriff's Department Hampden Instructions to Bidders" found in the specification package.

Bidding procedures and award of contracts will be in accordance with Chapter 7 Section 22, of the Massachusetts General Laws, plus all applicable Federal, State, and local laws and regulations.

The Sheriff reserves the right to accept or reject any and all bids in total or in part as he deems to be in the best interest of the Sheriff's Department Hampden and certifies under the penalties of perjury that this notice has been posted and advertised (if required) in accordance with the general laws of the Commonwealth of Massachusetts, in so far as the Sheriff has instructed the purchasing agent to make such postings and advertisements.

Sheriff, Hampden County

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Nicholas Cocchi