Sealed bids are invited for the Inn at Virginia Tech Carpet Replacement located at 901 Prices Fork Rd, Blacksburg, VA 24060 (Building 250C), Project Code G1660-20-396385. The project is generally described as the replacement of carpet in the 3rd floor conference rooms and corridors. All equipment, materials, labor, and services necessary for the removal and installation of complete systems shall be provided by the contractor. Bidders must be qualified and have experience installing the Durkan running seam product outlined in the contract documents. Proof of experience, adequate manpower, and references with this specific product must be provided with bid. Bidders must be able to meet the schedule constraints of December 26th 2019 through January 13th 2020 for the entire scope of work. Bids will not be considered without the information listed above. The winning bidder must disclose who their subcontractors will be and all subcontractors must be approved by Virginia Tech.

Sealed bids will be received at the Procurement Department, North End Center (0333), Suite 2100, 300 Turner Street NW, Blacksburg, Virginia 24061. The deadline for submitting bids is 2:00 P.M. sharp, as determined by the Bid Officer, on Tuesday, September 10th, 2019.

A bid bond and contract security are required.

**eVA Vendor Registration:** The bidder or offeror must be a registered vendor in eVA prior to making the first Application for Payment. Bidder or offeror must include the cost of the eVA transaction fee in its bid. The eVA transaction fee will be assessed approximately 30 days after each purchase order is issued. Any adjustments (increases/decreases) will be handled through eVA change orders.

Procedures for submitting a bid, claiming an error, withdrawing of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and §2.2-4330, Code of Virginia. The Owner reserves the right to reject any and all bids.

**Subcontracting Plans and SWaM Spend Reporting:** Each prime contractor who wins an award in which a provision of a small business subcontracting plan is a condition of the award (see Instructions to Bidder, item 17) AND is not individually certified as a Small, Woman Owned or Minority Owned vendor through the Commonwealth of Virginia SWaM certification program ([http://www.sbsd.virginia.gov/certification-division/](http://www.sbsd.virginia.gov/certification-division/)) shall deliver evidence of compliance with their small business subcontracting plan each time a request for payment is submitted.

Upon completion of the contract, the contractor agrees to furnish with the final request for payment, at a minimum, the following information: name of firm with the DMBE certification number or FEIN number, phone number, total dollar amount subcontracted, category type (small, women-owned, or minority-owned), and type of product or service provided. Payment(s) may be withheld until compliance with the subcontracting spend reporting is received and confirmed. The Owner reserves the right to pursue other appropriate remedies to include, but not be limited to, termination for default.

A template for reporting subcontracting data can be found at: [http://www.procurement.vt.edu/Vendor/vendorlink.html](http://www.procurement.vt.edu/Vendor/vendorlink.html)
The university encourages including all subcontractor (SWaM certified and non-SWaM certified) spend on reports submitted.
A Non-Mandatory Pre-Bid Conference is scheduled for 10:00 AM, local prevailing time, on Tuesday, August 20th, 2019 at The Inn at Virginia Tech, Virginia Polytechnic Institute and State University, Blacksburg, Virginia.

The contract shall be awarded on a lump sum basis as follows: The Total Base Bid Amount plus any such Alternates as the Owner in its discretion decides to award in the manner set forth in Paragraph 12 of the Instructions to Bidders.

Contractor registration in accordance with Section 54.1-1103 of the Code of Virginia is required. See the Invitation for Bids for additional qualification requirements.

Electronic copies of the Invitation for Bids documents, including the plans and the specifications, will be available for inspection and download online at the following website:

Site: [https://records.facilities.vt.edu/weblink](https://records.facilities.vt.edu/weblink)
User name: Inn3Carpet
Password: 7Qtn4S38

END OF NOTICE OF INVITATION FOR BIDS