

INVITATION TO BID

**AIRPORT SEATING & PORTABLE DEVICE CHARGING STATIONS
CYRIL E. KING AIRPORT PRE-CLEARANCE LOUNGE AND
HENRY E. ROHLSSEN AIRPORT PRE-CLEARANCE LOUNGE**

UNITED STATES VIRGIN ISLANDS

TO LICENSED DEALERS/VENDORS: Sealed bids, entitled “**Airport Seating & Portable Device Charging Stations, St. Thomas, Virgin Islands, U.S.A.**”, will be received by the Virgin Islands Port Authority in the conference room of the Port Authority’s Crown Bay Center, until **2:00 pm, Monday, September 23, 2019**. Bids will be publicly opened and read aloud at the **Crown Bay Center Conference Room at 2:15 pm** and interested parties are invited to attend.

The work for which tenders are invited consists **of developing a new seating layout, furnishing and installing new seating & portable device charging stations in pre-clearance at both the Cyril E. King Airport (CEKA) and the Henry E. Rohlsen Airport (HERA)**. The new seating layout and portable device charging stations shall meet the minimum specifications set forth in this document.

It is required that the bidder furnish descriptive literature and any additional specifications or information necessary to qualify the equipment he/she proposes to furnish and install.

All exceptions or variances from the specifications shall be noted on the specification bid sheets and fully explained in a separate submittal attached and presented with the bid.

The schedule for completion of the Contract is **90 calendar days** after issuance of the Notice to Proceed. Bidders shall submit a **certified check in the amount of 5% of the proposal or a Bid Bond as Bid Security**. Bidders shall be prepared to furnish a Payment and Performance Bond equal to 100% of the Contract Amount. All Bonds shall be issued by a Treasury Listed Surety.

No Bid may be withdrawn for a period of 90 calendar days after scheduled closing time for receipt of Bids.

Bids shall be submitted on reproductions of the forms contained in the specifications and shall conform to the terms and conditions of the **“Instructions to Bidders”**.

Bidders may obtain Contract Specifications at no cost electronically by phone request or from:

**Virgin Islands Port Authority
Engineering Division
Crown Bay Center
St. Thomas, Virgin Islands
(340)-774-1629**

Procurement specifications may be inspected in the above office at no cost.

The Virgin Islands Port Authority reserves the right to waive any informalities, technicalities, or irregularities in or reject any or all Bids, and to award or refrain from awarding the contract for the work.

**Carlton Dowe
Executive Director, Virgin Islands Port Authority**