

	<b>REQUEST FOR QUOTE</b>
	Colorado Convention Center ASM Global
	CCC Procurement – ASM Global Colorado Convention Center 700 14 <sup>th</sup> Street Denver, CO 80202 Document Title: RFQ- 2024-805-008 Annual Battery Inventory E-mail: <a href="mailto:procurement@denverconvention.com">procurement@denverconvention.com</a>
<b>RFQ DESCRIPTION SUMMARY</b>	Annual Battery Inventory
All comments and questions concerning the Request for Quotes and the corresponding procedures and requirements must be addressed in writing, via email or mail, to the above contact.	
<b>RESPONSE DEADLINE</b>	April 12 <sup>th</sup> , 2024

**A) SCOPE of Product or Goods**

In general, the Scope of Product or Goods includes, but is not limited to, the following:

Product Description	Quantity
AA (Single Cell)	3,500
AA Rechargeable	3,500
AAA (Single Cell)	200
AAA Rechargeable	200
D	3,500
C	3,500
CR2	100
21/23	100

**B) Permits, Licenses, and Laws**

- Vendor shall be required to provide and maintain any permits and licenses required by law at its own expense.

**C) Experience/Expertise**

- Knowledge of battery types, products, uses and troubleshooting. Familiar with LEED certification requirements and ability to supply products that help CCC meet that need.
- Battery Recycling services and applications.

**D) Required information**

- Vendor's Certification
- Itemized quote to include quantity, description, unit price, applicable sales tax, and any additional charges or fees that may apply.
- All price quotations must be firm and state when they expire.
- Delivery time from receipt of purchase order to receipt of your shipment, this timeframe will be a condition of any purchase order made.
- Technical and Warranty Specifications if applicable.
- Your terms of payment.
- If the Respondent is an MBE or WBE certified by the City and County of Denver and/or State of Colorado, the Response should indicate so.

**E) Terms**

- The initial term of the Supply Agreement shall be one (1) year starting in May 1<sup>st</sup>, 2024 through April 30<sup>th</sup>, 2025.



**V E N D O R ' S   C E R T I F I C A T I O N**

**We offer to furnish to Colorado Convention Center/ASM Global the materials, supplies, products or services requested in accordance with the specifications and subject to the rules, regulations and conditions of purchase(s) described herein.**

**PROPOSER SIGN HERE:** \_\_\_\_\_

Name of Proposer \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

By: \_\_\_\_\_  
(Printed or Typed Name)

\_\_\_\_\_  
(Written Signature)

Taxpayer I.D. No. \_\_\_\_\_

Signature constitutes acceptance of all Rules and Regulations listed on this form and all documents attached.

Description of Company		
Year of Establishment		
SIC / NAICS Code		
Certification Type (check all that apply): <input type="checkbox"/> DBE Disadvantage Business Enterprise <input type="checkbox"/> MBE Minority Business Enterprise <input type="checkbox"/> WBE Women Business Enterprise <input type="checkbox"/> SBE Small Business Enterprise <input type="checkbox"/> Other:	Certification Source	
	Certification Number	
	Certification Beginning Date	
	Certification Expiration Date	