

**REQUEST FOR BIDS
#2 FUEL OIL & BOILER/FURNACE SERVICE
2022-2023 HEATING SEASON**

Fuel Oil: The Town of Charlestown is seeking sealed bids for the provision of 21,000 gallons of #2 fuel oil for its municipal facilities during the 2022-23 heating season. In all there are nine (9) separate facilities with tanks ranging in size from 300 to 1,000 gallons (listing available on request). Bids shall include pricing for both immediate cash pre-buy and for payment on delivery. Bid should also include a required fuel delivery to fill every tank during the final week of 2022

Boiler/Furnace Service: The Town also seeks bids for servicing of boilers and furnaces in the various Town buildings. Services shall include annual cleaning/tune-up, repair/maintenance services as needed and emergency/after-hours services as necessary. Proposals should include pricing for both a full-service contract and hourly rates for specified services. A complete list of the facilities to be serviced is available by contacting Kelly Wright, Administrator at (603) 826-5368 (kwright@charlestown-nh.gov). The selected contractor shall provide evidence of insurance including Worker's Compensation, General Liability and Commercial Auto Liability coverage. The selected contractor must be registered to do business in the State of New Hampshire.

NOTE: THE TOWN WILL CONSIDER BIDS FOR FUEL OIL ONLY, BOILER & FURNACE SERVICE ONLY OR A COMBINATION OF BOTH

Bids shall be submitted on the Town's official Bid Sheet and shall be submitted in a sealed envelope clearly marked "Fuel Oil / Furnace Service". Bids will be accepted at the Office of the Selectboard until 3:00 PM on Wednesday October 5, 2022. Proposals will be opened and read aloud at the Selectboard meeting that evening at 6:30 PM. The Town of Charlestown reserves the right to accept or reject any and all bids as it deems in its sole judgment to be in the best interests of the Town. Bids should be mailed or delivered to:

Office of the Selectboard
Town of Charlestown
233 Main Street
PO Box 385
Charlestown, NH 03603

**TOWN OF CHARLESTOWN
#2 FUEL OIL AND BOILER/FURNACE SERVICE
2022-2023 BID SHEET**

NOTE: THE TOWN WILL CONSIDER BIDS FOR FUEL OIL ONLY, BOILER & FURNACE SERVICE ONLY OR A COMBINATION OF BOTH.

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#2 Fuel Oil (21,000 Gal.): Cash Pre-Buy Price \$_____ /Gallon
On Delivery Price \$_____ /Gallon

Furnace/Burner Service:

Full Service Contract on All Units
Incl. Annual Cleaning \$_____

On Call Service \$_____ /Hour
After Hours Service \$_____ /Hour

Bidder Name:_____ Phone #:_____

Contact Person: _____ Email: _____

Address: _____
