



Finance Department

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www.cityofmadison.com/finance/purchasing

Purchasing Services

REQUEST FOR QUOTATION

RFQ #: 5324-0-2024-BG
For: Enphase Microinverters and Accessories
Released Date: Wednesday, April 17th, 2204
Due Date: Wednesday, May 1st, 2024 @ 2:00 PM CDT
City Agency: Engineering

Method of Delivery Options

Email Quotation to: bids@cityofmadison.com

1 GENERAL CONDITIONS AND INSTRUCTIONS TO BIDDERS

1.1 Applicable Terms and Conditions

- Products or Equipment. All quotations for supplies and/or equipment must be submitted in accordance with the specifications contained in this solicitation and City of Madison Standard Terms and Conditions.
- Services. All quotations for services must be submitted in accordance with; the specifications contained in this solicitation, City of Madison Standard Terms and Conditions, and Purchase of Services Contract.
- Copies. Copies of above-referenced forms are available from the Purchasing Office or from the following link:
<https://www.cityofmadison.com/finance/purchasing/vendor-resources>

1.2 Delivered Prices Only

Prices quoted must include shipping charges, FOB Madison.

1.3 Substitutes

If offering a substitute item, include manufacturer, number, model, specifications and product literature. The City will evaluate substitutes and make the final determination of equivalency.

1.4 Partial Order

Unless otherwise noted, it will be assumed that bidder will accept an order for all or part of the items priced.

1.5 Award

The City will award the bid to the responsive and responsible bidder whose bid is most advantageous to the City. In determining the most advantageous bid, the City will consider criteria such as, but not limited to, cost, quality/workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience, installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards. After the due date, no quotes may be withdrawn for a period of 90 days or as otherwise specified or provided by law.

2 CONTACTS

Technical:	For questions regarding technical specifications.	William McMahon City of Madison Engineering (608) 261-9654 wmcmahon@cityofmadison.com
Buyer:	For questions regarding instructions, terms & conditions.	Brittany Garcia City of Madison Purchasing Services (608) 243-0529 bids@cityofmadison.com

3 BID DISTRIBUTION NETWORK

Please note that the City no longer maintains an in-house bidders' list. **Notification of bid opportunities, addenda, tabulations and awards will only be made to subscribers via these networks.**

State of Wisconsin VendorNet System: State of Wisconsin and local agencies bid network. Registration is free. <http://vendornet.state.wi.us/vendornet>

DemandStar by Onvia: National bid network – Free subscription is available to access bids from the City of Madison and other Wisconsin agencies, participating in the Wisconsin Association of Public Purchasers (WAPP). A fee is required if subscribing to multiple agencies that are not included in WAPP.

Bid Opportunities: www.cityofmadison.com/finance/purchasing/bidDemandStar.cfm

Home Page: www.demandstar.com

To Register: <https://www.demandstar.com/app/registration>

Please note when registering: Pick the **Wisconsin Association of Public Procurement (WAPP)** to select all current Wisconsin government agencies.

4 SPECIFICATIONS

The City of Madison is seeking quotes for Enphase Microinverters and Accessories. All equipment must satisfy Buy America requirements: <https://www.energy.gov/sites/default/files/2022-11/DOE%27s%20Implementation%20of%20the%20Buy%20America%20Preference%2011-17.pdf>

The anticipated delivery address for all items is 2120 Fish Hatchery Road, Madison, WI 53713. Call Engineering Operations at 608-266-4430 at least 24 business hours prior to delivery.

Item No.	Quantity	Description	Days To Delivery	Unit Price	Extended Price
1	595	Enphase IQ8A Microinverter (Q-DCC) Manufacturer Part Number: IQ8A-72-2-US		\$ _____	\$ _____
2	375	Enphase IQ Cable Single Drop (portrait) Manufacturer Part Number: Q-12-10		\$ _____	\$ _____
3	235	Enphase IQ Cable Single Drop (landscape, 72-cell) Manufacturer Part Number: Q-12-20		\$ _____	\$ _____
4	14	Enphase IQ Terminator Cap (pack of 10) Manufacturer Part Number: Q-TERM-10		\$ _____	\$ _____
				Total	\$ _____



Form A: Price Proposal

RFQ #: 5324-0-2024-BG Enphase Microinverters and Accessories

This form must be returned with your response.

Complete the requested information and return via instructions on Page 1 of RFQ. Bidder hereby offers:

Item No.	Quantity	Description	Days To Delivery	Unit Price	Extended Price
1	595	Enphase IQ8A Microinverter (Q-DCC) Manufacturer Part Number: IQ8A-72-2-US		\$ _____	\$ _____
2	375	Enphase IQ Cable Single Drop (portrait) Manufacturer Part Number: Q-12-10		\$ _____	\$ _____
3	235	Enphase IQ Cable Single Drop (landscape, 72-cell) Manufacturer Part Number: Q-12-20		\$ _____	\$ _____
4	14	Enphase IQ Terminator Cap (pack of 10) Manufacturer Part Number: Q-TERM-10		\$ _____	\$ _____
				Total	\$ _____

ARO: After Receipt of Order

COMPANY NAME _____



Form B: Bidder Information

RFQ #: 5324-0-2024-BG Enphase Microinverters and Accessories

This form must be returned with your response.

BIDDER INFORMATION

COMPANY NAME			
ADDRESS	CITY	STATE	ZIP
BIDDER'S NAME	TITLE		
EMAIL			
SIGNATURE	TELEPHONE NUMBER		
DATE	FAX NUMBER		