Request for Proposal
For:
Spring Downtown Planter Flowers and Supplies

City of Kewanee
401 E Third Street
Kewanee, IL 61443
309-852-2611

City of Kewanee
Spring Downtown Planters and Supplies
Request for Proposal

Date: **December 6, 2016**
Project: **Supplies for spring downtown planters**

The City of Kewanee invites vendors to submit proposals for soil and plants for the downtown planters, including the curb box planters, for a period of three (3) years, with the option of the City to extend the agreement for two (2) additional years.

Please ensure that your submitted proposal conforms to the City's Specifications.

All proposals shall be clearly identified as "Spring Downtown Planters" for the City of Kewanee and should be delivered to City of Kewanee at the following address on or before December 19, 2016 at 10:00 am.

City of Kewanee

Attention: Melinda Edwards

Spring Downtown Planters

401 E Third Street

Kewanee, IL 61443

309-852-2611, Ext. 226

Email:medwards@cityofkewanee.net

Background

The City of Kewanee has approximately 35 planters and 1 intersection with curb box planters located throughout the downtown area.

MINIMUM SPECIFICATIONS:

Bidder to specify quantity, unit price and total price. The terms "Bidder," "Vendor" and/or "Contractor" shall be meant to be the same agent unless noted by the Bidder.

VENDOR NAME: _____

REPRESENTATIVE:_____**PHONE:** _____

E-Mail_____

The City of Kewanee is requesting proposals for flowers, plants, and other supplies for planters in the downtown area.

Requested Supplies:

- 340 4" pots of annuals
- 35 Ornamental Grass
- Soil for planters (6 bags)
- 3-25 pound bags of fertilizer

Additional Requested Service:

- **Watering of the pots/containers**
- **Watering of the 28 downtown hanging baskets**

Deadline

The deadline for all proposal submissions is December 19, 2016 at 10:00 a.m.

Each proposal should include contact information for an individual who can respond to any addendums which may be necessary for this request for proposals.

The City reserves the right to accept or reject any and all bids.

All proposals should be mailed to:

City of Kewanee
Attention: Melinda Edwards
"Spring Downtown Planters"
401 E Third Street
Kewanee, Illinois 61443