



**OREGON STATE UNIVERSITY  
REQUEST FOR QUOTE (RFQ)**

RFQ #		JF165036Q	ISSUE DATE:	June 3, 2013		
DELIVER TO:		REQUESTED BY / RETURN QUOTE TO:				
DEPARTMENT:	Withycombe Hall		NAME:	James Figgins		
ADDRESS:	2921 SW Campus Way		E-MAIL:	James.figgins@oregonstate.edu		
CITY, STATE ZIP:	Corvallis, Oregon 97331		TELEPHONE:	541-737-6995		
REQUIRED DELIVERY DATE:	August 5, 2013		FAX:	541-737-2170		
ITEM	DESCRIPTION	QTY	UNIT	UNIT PRICE	TOTAL PRICE	
1	Portable Audience Seating – Wenger Corp. #027A101.23 (See Attachment A for full specifications)	92	Ea			
2	Misc. Charges; List all, be specific:	1	Lot			
	<ul style="list-style-type: none"> <li>Spare Parts – See listing in Attachment A</li> <li>Misc. (please list additional items)</li> </ul>					
	<ul style="list-style-type: none"> <li>Product as specified in Attachment A. Vendors wishing to offer a substitute product must provide full documentation as described in Attachment A. Owner must be able to determine if product offered will work in this application.</li> </ul>					
Delivery is f.o.b. destination, prepaid and allowed. Shipping, freight and handling must be included in quoted prices. Additional costs for such are disallowed.				TOTAL		
DELIVERY TIME AFTER RECEIPT OF ORDER:			PRICES VALID THROUGH:			
<b>SPECIAL INSTRUCTIONS:</b>			<b>VENDOR INFORMATION:</b>			
<p>1. Unless otherwise specified, all items quoted are to be new, unused and not remanufactured in any way.</p> <p>2. Brand names are for the purpose of describing and establishing the characteristics desired and are not intended to limit or restrict competition. Quoters may submit quotes for substantially equivalent products unless the RFQ provides that a specific brand is necessary because of compatibility requirements, etc. All such brand substitutions shall be subject to approval by OSU.</p> <p>3. Quoters must clearly identify all products quoted. Brand name and model or number must be shown.</p> <p>4. Only documents issued as addenda by OSU serve to change the RFQ in any way.</p> <p>5. OSU reserves the right to make the award by item, partial or whole lots, groups of items or entire quote, whichever is in the best interest of OSU.</p> <p>6. OSU may reject any Quote not in compliance with the RFQ, attachments, and addenda, or if it is in the best interest of OSU.</p>			COMPANY:			
			ADDRESS:			
			CITY, STATE, ZIP:			
			CONTACT NAME:			
			E-MAIL:			
			TELEPHONE:			
FAX:						
			<b>VENDOR SIGNATURE:</b>			
			By signature below the undersigned certifies that they are authorized to act on behalf of the quoter and will comply with all aspects of the quote herein.			
			SIGNATURE:			
			NAME/TITLE:			

This procurement is subject to the indicated Oregon State University Standard Terms and Conditions for:  Goods  Services  Purchase Order Construction  Software. The indicated terms and conditions may be viewed at <http://pacs.oregonstate.edu/terms-and-conditions>

# ATTACHMENT A

## PORTABLE SEATING FOR PERFORMANCE VENUES

### 1.1 WORK NOT INCLUDED

A. Assembly and setup of seating units is not included.

### 1.2 QUALITY ASSURANCE

A. Manufacturer Qualifications: Company specializing in manufacturing the types of products specified in this section, with minimum five (5) years of documented experience. All products shall be sourced in the U.S.A. All products shall be new and unused.

B. Proposals for substitute products shall include actual chair samples which are equivalent to the product specified, complete specifications, fabric samples, photos, or other product and performance information as requested. Provide a list of recently completed projects in the Pacific Northwest; state the name of the owner and their telephone number.

### 1.3 REQUIREMENTS OF REGULATORY AGENCIES

A. All work in this Section shall be in accordance with the current edition of all codes applicable to manufactured portable seating, intended to be used in performing arts assembly spaces.

### 1.4 PRODUCT HANDLING

A. Deliver products to job site only after notification that temporary storage is available that is clean, dry and protected from the weather. Containers shall remain sealed tight so as to protect the products until actual installation (by Owner) begins.

B. Provide protection from damage and soil. Assume responsibility for any and all damage which may occur during transit, storage and prior to acceptance. All material shall be shipped in containers which shall provide adequate protection during shipping and storage. Damaged or unapproved goods which are delivered to the job site shall be removed from the job site; at no additional cost to the Owner.

### 1.5 SUBMITTALS

A. General: Submit, so as to cause no delay in the work, shop drawings which show the fabrications and installation requirements of the work. Provide complete product specifications, dimensions, and other data as directed. Provide samples of fabrics, materials, colors, finishes, and other data as directed.

B. Shop Drawings: Prepare submittal drawings as adequate detail scale for each seating unit, sufficient to properly display all components and features. Shop drawings shall identify all accessories and finish options.

C. Review: All submittals must be reviewed and approved by owner prior to starting work, but such approval does not relieve the Supplier of responsibility for deviations from drawings and specifications. Bring all deviations to attention of the Owner in writing at time of submittal.

### 1.6 RESPONSIBILITY

A. The Supplier is solely responsible for compliance with the specifications and the proper design, manufacture, delivery, construction coordination with work of other trades, and protection, for the work of this section. Supplier shall advise the Owner of any discrepancy in, or disagreement with the specifications and/or drawings prior to starting work and not proceed until issue is resolved. Only Suppliers who are fully experienced in commercial projects and entirely knowledgeable shall submit a quote.

## PART 2 PRODUCTS

### 2.1 GENERAL REQUIREMENTS

A. Chair Widths: Only 23" wide (outer dimension with armrests) may be used.

B. Surfaces and Edges: Smooth and free from burrs or sharp edges. Fasteners to be concealed or smooth surfaced.

C. Linkage: Provide all the necessary hardware for inter-linking chairs in a row.

D. Provide quantity of units in sizes.

### 2.2 PORTABLE CHAIRS

A. General

1. The chairs to be furnished hereunder shall be comparable to #027A101.23 Portable Audience folding chairs, as manufactured by Wenger Corp. The chair shall be built for comfort, durability, ease of operation and compact storage. The overall width of the complete chair, after fabricating and assembly, shall be approximately 23" maximum and the

overall height with chair unfolded in seating position, measured between the surface of the floor and the top of the chair shall be approximately 32". Unit shall be a freestanding, folding audience seating chair with built-in ganging device.

#### B. Specific Features

1. Freestanding, folding, audience seating chair with built-in ganging device.
2. Steel chair frame is constructed with 16 gauge continuous electric welded 1" x 2" (2.54 x 5 cm) rectangular steel tube.
3. Frame is finished with a durable black powder coat.
4. Portable Audience Chair has yellow birch hardwood arm rest in black lacquer finish with rounded corners for a stylish appearance.
5. The chair folds for storage and transport on the accessory cart.
6. Seat and back are upholstered with durable 100% Polypropylene fabric (Sherpa and Shire Marquesa® Lana).
7. Available in standard Absecon Mills, Sherpa and Shire fabrics.
8. Seat cushion is 2 1/2" (6 cm) thick, high-resiliency polyurethane foam with a 5 ply-3/8" (10 mm) contoured hardwood plywood substrate.
9. Back cushion is 1 1/2" (4 cm) thick, high-resiliency polyurethane foam with a 5 ply-3/8" (10 mm) contoured hardwood plywood substrate.
10. Back cushion is shaped to provide lumbar support for long-term comfort.
11. Chair seat is spring-loaded and returns to a folded position when not occupied.
12. Overall chair height is 32" (81 cm) with a seat height of 17 1/2" (44 cm).
13. Chair depth (back of chair to front edge of seat in the "down" position) is 26" (66cm).
14. When the seat automatically returns to the "up" position, the chair depth is 20" (51 cm).
15. Available in six chair widths: 21", 22", 23", 24", 25" and 26" (53, 56, 58, 61, 64 and 66 cm).
16. Tested to comply with ANSI/BIFMA x 5.1-2002
17. Tested to comply with ASTM F851-87 (2000)
18. Carries a five-year warranty.

### **PART 3 EXECUTION**

#### **3.1 GENERAL**

A. IF awarded, do not begin manufacturing before submittals and materials samples have been reviewed and approved by the Owner.

#### **3.2 EXAMINATION**

A. Verify all chair dimensions and finishes prior to submittal.

#### **3.3 SPARE PARTS**

A. Provide the following spare parts, turn over to Owner in appropriate protective labeled containers:

1. Upholstered Seat Panels and Back Panels: Furnish 5% additional seat panels and 5% additional back panels for replacement usage by owner, when required.
2. Extra upholstery fabric in the amount of twenty (20) uncut yards.
3. Miscellaneous screws, nuts and bolts; twenty (20) each of each size and type.
4. Armrests: Spare armrests and support brackets, quantity of (6) for left and (6) for right.

#### **3.4 WARRANTY**

A. Five (5) year warranty. In addition to the above, warranty the moving parts of the seat, including the hinge mechanism and seat springs, for a total of five (5) years.

#### **3.5 CLOSE OUT**

- A. Provide information package with catalog data and replacement parts list.
- B. Provide certificate of flame-retardant upholstery fabric and cushion material.