



CITY OF DETROIT

OFFICE OF CONTRACTING & PROCUREMENT

REQUEST FOR QUOTE

Portable Basketball Systems for the Chandler Park Athletic Dome

RFP NO. 185928,1

Proposal Due Date: (7/31/25 2:00 PM)

QUESTION DEADLINE (EST): N/A

Questions will NOT be entertained after the deadline date/time

*Bids must be uploaded into the Supplier Portal on or prior to the exact date and time indicated above. Late or emailed bids will not be accepted.

Respondents must [register in the Oracle Supplier Portal](#) to download the bid documents and to ensure inclusion in our database. Video and written instructions for registering and bidding on opportunities are available at www.detroitmi.gov/suppliersupport.

Any technical questions about this opportunity (e.g., scope clarifications) must be asked via the "Messages" button on the negotiation page in Oracle. You can visit the Supplier Support website above for more detailed instructions on asking questions there. If you need help navigating Oracle beyond what you receive on the Supplier Support website, please email procurement@detroitmi.gov or call (313) 670-6604.

Conference Type: N/A

The individual listed below is the bid contact.

Company **City of Detroit**
 Buyer **Aroya Rush**
 Location **2 WOODWARD AVENUE**
STE 1100
DETROIT, MI 48226
UNITED STATES

Phone
 Fax
 E-mail **Aroya.Rush@detroitmi.gov**

When submitting your response, include the following information.

Your Company Name	
Company Site <i>(Optional)</i>	
Address	
Contact Details	
Response Valid Until <i>(Optional)</i>	

This document has important legal consequences. The information contained in this document is proprietary of City of Detroit. It shall not be used, reproduced, or disclosed to others without the express and written consent of City of Detroit.

Table of Contents

1 Overview.....5
 1.1 General Information.....5
 1.2 Schedule.....6
 1.3 Negotiation Controls.....6
 1.4 Terms.....6
 1.5 Attachments.....6
2 Requirements.....7
 2.1 Section 1. Proposer's Attachments and Affidavits.....7
3 Lines.....10
 3.1 Line Information.....10
 3.2 Line Details.....10
 3.2.1 Line 1.....10
4 Appendix: Alternate Lines.....11
 4.1 Instructions for Alternate Lines.....11
 4.2 Alternate Lines Template.....11

1 Overview

1.1 General Information

Title	Portable Basketball Systems for the Chandler Park Athletic Dome		
Synopsis	The General Services Department – Parks and Recreation Division seeks quotations from qualified firms to provide two (2) portable basketball systems for the Chandler Park Athletic Dome located at 12300 Chandler Park Drive, Detroit, Michigan 48213.		
Amendment Date	7/29/25 11:25 AM		
Amendment Description	Revising bid close date to 7/31/25 at 2:00pm.		
Buyer	Aroya Rush	Outcome	Purchase Order
E-Mail	Aroya.Rush@detroitmi.gov		
Introduction			

The City of Detroit, Office of Contracting & Procurement, is requesting Quotes from qualified firms to two (2) portable basketball systems for the Chandler Park Athletic Dome located at 12300 Chandler Park Drive, Detroit, Michigan 48213. for the General Services Department (GSD). This is a one (1) time purchase. The firm awarded this contract will be expected to provide all of the requested services outlined in the attached RFQ. In addition, each interested Supplier must provide a total cost on the bid line item that is applicable.

Responses are due on, or before 2:00 PM (EST), **Thursday, July 31, 2025 by 2:00 PM EST via Oracle.** Questions pertaining to this request for quotations must be submitted **via Oracle.**

*responses should be uploaded into the Supplier Portal on, or prior to the exact date and time indicated. If you have questions about this, or issues completing your registration in time, please email the e-procurement team. Supplier registration and invoice submission instructions can be found on the City of Detroit's website at <http://www.detroitmi.gov/Supplier>.

PLEASE REVIEW THE DOCUMENTATION THOROUGHLY! DOCUMENTATION CAN BE FOUND in the "Overview" section of this bid. Tax Clearance application should be completed at the time of bid, if you do not currently have an approved Tax Clearance.

No quotes, once submitted, may be withdrawn for 90 days after the due date of this bid. Documents must be submitted, confirming you have met the required specifications.

All Suppliers submitting offers for this bid must submit clearances and, when required, affidavits. If these required qualifications are not submitted, the offer will be considered non-responsive.

The successful bidder may be required to obtain approved clearances from the Income Tax Division, Revenue Collections Division prior to City Council approval of the contract, if applicable. It is the Supplier's responsibility to obtain clearances. Approved clearances are not required to submit the proposal but will be required of the successful Supplier prior to City Council approval, if applicable.

The City of Detroit expressly reserves the right to reject any and all bids, waive any non-conformity, re-advertise for proposals, to withhold the award for any reason the City determines and/or to take any other appropriate action that is in the best interest of the City.

Firms or individuals whose names appear on the U.S. Comptroller General's list of ineligible contractors will not be considered.

During the period between posting of this solicitation and final award notification, a bidder must not communicate, directly or indirectly, with the City of Detroit Department(s) for whom the solicitation is posted for, or its employees, agents, contractors, or officials regarding any aspect of this procurement activity, unless otherwise approved in writing by the Chief Procurement Officer. All communication concerning this solicitation shall be with the Bid Contact(s) listed for this solicitation and shall be through the Q&A portal or email only. No phone calls shall be accepted, unless informed otherwise by the Bid Contact. Failure to adhere to these restrictions may result in disqualification of your offer, suspension or debarment, and may constitute a violation of law.

1.2 Schedule

Preview Date		Open Date	7/29/25 11:25 AM
Close Date	7/31/25 2:00 PM	Award Date	
Time Zone	Eastern Standard Time		

1.3 Negotiation Controls

Response Visibility **Sealed**

Lines Settings

Rank Indicator **No indicator displayed**
 Ranking Method **Price only**

1.4 Terms

Payment Terms	Net 30	Freight Terms	Account of Seller
Shipping Method	Lowest Cost Carrier	FOB	Delivered
Negotiation Currency	USD (US Dollar)	Price Precision	2

1.5 Attachments

File Name or URL	Type	Description
Revised RFQ 185928.pdf	File	Revised RFQ
Attachment A - Respondent Ques	File	Questionnaire
Attachment B - Forms Affidavit	File	Forms and Affidavits
Attachment C - Bid Sheet.xlsx	File	Bid Sheet

2 Requirements

**Response is required*

2.1 Section 1. Proposer's Attachments and Affidavits

- *1. Complete the attached form for Combined Certificates of Authority and upload to your response

Attachments:

File Name or URL	Type	Description
Combined Certificates of Autho	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
 b. Not Uploaded (*Response attachments are optional*)

Comments:

- *2. Complete the attached Affidavit of Disclosure of Interests and upload to your response.

Attachments:

File Name or URL	Type	Description
Affidavit of Disclosure of Int	File	

Select one of the following:

- a. Yes (*Response attachments are required*)
 b. No (*Response attachments are optional*)

Comments:

- *3. Complete the attached Non-Collusion Affidavit and upload to your response.

Attachments:

File Name or URL	Type	Description
Non-Collusion Affidavit 4.4.20	File	

Select one of the following:

- a. Yes (*Response attachments are required*)
 b. No (*Response attachments are optional*)

Comments:

- *4. Bidder has read and complies with all provisions stated in the INSTRUCTIONS TO BIDDERS. Please check Yes or No.

Select one of the following:

- a. Yes
 b. No

Comments:

*5. Below document is necessary for you to upload along with the proposal:
Reference Form

Attachments:

File Name or URL	Type	Description
Reference Form.doc	File	

Select one of the following:

- a. Uploaded (*Response attachments are optional*)
- b. Not Uploaded (*Response attachments are optional*)

Comments:

6. For information regarding the City of Detroit's Equalization Credit Statement, please download and review the attachment (revised as of 3/21/24).

Attachments:

File Name or URL	Type	Description
Equalization Credit Statement_	File	

Comments:

*7. Please use the below URL to complete the Income Tax and Account Receivables Clearance process:

<http://bit.ly/detroitclearances>

Select one of the following:

- a. Completed
- b. Not Completed

Comments:

*8.

Will you be utilizing any Sub-Contractors? If so, please review the list of debarred contractors. No debarred contractor is eligible to serve as a subcontractor or as a goods, services or materials supplier for any contract.

<https://detroitmi.gov/government/office-inspector-general/debarment-information>

Select one of the following:

- a. Yes (upload the required documents) (*Response attachments are optional*)

b. No (*Response attachments are optional*)

Comments:

9. Attention: Considering a Joint or Mentor Venture? Click the URL.

<https://app.smartsheet.com/b/form/2359d53ee4364f709cdda15913b530d6>

Comments:

10. The completion of the Combined Corporate Accountability and Workforce Safety Affidavit here is optional. However, this affidavit is a condition of the award.

Attachments:

File Name or URL	Type	Description
Combined Corporate Accountabil	File	

Select one of the following:

a. Uploaded Here (*Response attachments are optional*)

b. Not Uploaded (*Response attachments are optional*)

Comments:

3 Lines

3.1 Line Information

Line	Target Quantity	UOM	Response Quantity	Response Price	Line Amount	Promised Date
1-Base Bid Total	2	EA				

3.2 Line Details

3.2.1 Line 1 Base Bid Total

To provide an alternate line, see appendix.

Category Name **R.15 Recreation & Athletic Equipment & Supplies (balls, bats, goals, nets, etc.)**

Item Allow Alternate Lines **Yes**
Requested Date

Revision Yes No
Alternate Line Provided
Location **2 WOODWARD AVENUE STE 1100 DETROIT, MI 48226**

Start Price (USD)

4 Appendix: Alternate Lines

4.1 Instructions for Alternate Lines

Alternate lines are allowed for some negotiation lines. For these lines, you can propose one or more alternatives by entering information for each alternate line in the format given below. Print and insert multiple copies as per your requirement.

4.2 Alternate Lines Template

Negotiation Line <i>(Number and description of the negotiation line for which you have an alternative)</i>	Example: 1-xxxxxx where xxxxxx is the line description of first negotiation line.
Alternate Line Number <i>(Enter only numbers in sequence starting with 1 for every alternate line)</i>	
Alternate Line Description	
Response Price <i>(For a negotiation line with cost factors, enter your line price in the cost factors table)</i>	
Response Quantity	
UOM	
Promised Date	
Note to Buyer	