

PRICE PROPOSAL

**THIS FORM TO BE SUBMITTED IN SEPARATE SEALED ENVELOPE
AS PER SPECIFICATIONS**

I. CONTRACT PRICES

The proposer above-mentioned declares and certifies:

1. That said proposer has carefully examined the instructions, schedules, and specifications, and will, if successful in the proposal, furnish and deliver at the prices submitted and within the time stated, all the materials, services or labor for which this proposal is made.
2. No plead of mistake in an accepted bid shall be available to the undersigned proposer.
3. All proposers are required to answer the following survey questions. **Proposers not answering the following questions may be deemed non-responsive.**

	Yes	No
a. Is the proposer a Minority Business Enterprise (MBE)?	[]	[]
b. Is the proposer a Women Business Enterprise (WBE)?	[]	[]
c. Does the proposer possess a business certificate in the Town of Wareham?	[]	[]
d. Has the proposer provided services or goods to the Town of Wareham at any time during the past 24 months?	[]	[]
e. Has the proposer ever forfeited a bid or performance bond relating to a proposal with the Town of Wareham?	[]	[]
f. Is this proposal for contracted services?	[]	[]
a. If yes, will any portion be sub-contracted?	[]	[]
b. Approximately how many people in total will work on this contract? _____		

PART A – MANDATORY ITEMS

(Continued):

ITEM DESCRIPTION

			<u>Year One</u>		<u>Year Two</u>		<u>Year Three</u>	
		<u>Estimated</u> <u>Yearly</u> <u>Quantity</u>	<u>2016</u> <u>Unit</u> <u>Price</u>	<u>2016</u> <u>Total</u> <u>Price</u>	<u>2017</u> <u>Unit</u> <u>Price</u>	<u>2017</u> <u>Total</u> <u>Price</u>	<u>2018</u> <u>Unit</u> <u>Price</u>	<u>2018</u> <u>Total</u> <u>Price</u>
08	Electronic Reconciliation File to Bank	104	_____	_____	_____	_____	_____	_____
09	State Quarterly Earnings	8	_____	_____	_____	_____	_____	_____
10	Monthly County/Teachers Retirement Reported Electronically	24	_____	_____	_____	_____	_____	_____
11	Deductions Not Taken Report	104	_____	_____	_____	_____	_____	_____
12	Quarterly Filing Information Report	4	_____	_____	_____	_____	_____	_____
13	W-2 Forms	1100	_____	_____	_____	_____	_____	_____
14	W-2 Forms on CD ROM	1100	_____	_____	_____	_____	_____	_____
15	W-2 Forms Electronically	1100	_____	_____	_____	_____	_____	_____
16	W-3 Forms Electronically Reported to SSA & MA DOR	1100	_____	_____	_____	_____	_____	_____
17	Report Writing Capabilities	Per Unit	_____	_____	_____	_____	_____	_____

PART A – MANDATORY ITEMS

(Continued):

ITEM DESCRIPTION

		<u>Year One</u>		<u>Year Two</u>		<u>Year Three</u>	
	<u>Estimated</u> <u>Yearly</u> <u>Quantity</u>	<u>2016</u> <u>Unit</u> <u>Price</u>	<u>2016</u> <u>Total</u> <u>Price</u>	<u>2017</u> <u>Unit</u> <u>Price</u>	<u>2017</u> <u>Total</u> <u>Price</u>	<u>2018</u> <u>Unit</u> <u>Price</u>	<u>2018</u> <u>Total</u> <u>Price</u>
18	Direct Deposits to Other Banks 21,500	_____	_____	_____	_____	_____	_____
19	Automatic Tax Filling 78	_____	_____	_____	_____	_____	_____
SUBTOTAL PART A MANDATORY ITEMS		_____	_____	_____	_____	_____	_____

PART B, OPTIONAL ITEMS:

01	All Reports on CD ROM & Paper with Option to Turn Off Paper Each	_____	_____	_____	_____	_____	_____
02	In lieu of Direct Deposits w/DD Printed Advice Non Paper Electronic/Online Checks 25,400	_____	_____	_____	_____	_____	_____
SUBTOTAL PART B OPTIONAL ITEMS		_____	_____	_____	_____	_____	_____

Authorized Signature

Printed Name and Title

Date