INVITATION FOR BIDS

IFB 2027-013

EQUIPMENT RENTAL AND SUPPORT

Service location(s): Albert A. Sheen Campus, St. Croix

Issue date: 10/29/2026

Submission deadline: 11/25/2026, 2:00 PM (AST)

1. Invitation and scope

The University of the Virgin Islands (UVI) invites qualified businesses to offer the services described below on an as-needed basis. The listed services describe the work UVI may request and do not guarantee any volume, minimum expenditure or exclusive award. Vendors may respond to any individual campus lot or service category for which they are qualified; bidders need not offer every category.

2. Campus lots and participation

AAS (St. Croix)

UVI may award one or more vendors for a lot or category based on the published evaluation method.

3. Departmental service requirements

The following service descriptions are based on the departments' submitted requirements. References to particular equipment, methods or products describe functional needs; equivalent approaches meeting the required safety, performance and compatibility standards are permitted unless a requirement is expressly necessary for existing equipment.

Equipment Rental and Support Services

1. PURPOSE

The University of the Virgin Islands (UVI) seeks the services of qualified contractors to provide equipment rental, delivery, pickup, and related support services for facilities, maintenance, construction, grounds, utility, and operational activities at the Albert A. Sheen Campus, St. Croix.

The purpose of this contract is to ensure the availability of specialized equipment required for campus projects, emergency response activities, repairs, maintenance work, and infrastructure support when University-owned equipment is unavailable or insufficient.

2. SCOPE OF WORK

The Contractor shall provide equipment rental and support services, including but not limited to:

- Rental of construction and maintenance equipment.
- Rental of earth-moving and excavation equipment.
- Rental of generators and power equipment.
- Rental of lifts, scaffolding, and elevated work platforms.
- Rental of air compressors and related accessories.
- Rental of pumps and dewatering equipment.
- Rental of compaction equipment.
- Rental of landscaping and grounds maintenance equipment.
- Delivery and pickup of rental equipment.
- Emergency equipment rental support.
- Equipment setup and operational orientation when required.
- Provision of replacement equipment when rental equipment becomes inoperable.
- Technical support regarding safe operation and equipment capabilities.

3. LOCATIONS

Campus Location: Albert A. Sheen Campus

RR1 Box 10,000
Kingshill, St. Croix, U.S. Virgin Islands 00850

Equipment Usage Areas May Include:

- Physical Plant operations
- Academic buildings
- Residence halls
- Student Center
- Great Hall
- Grounds and landscaping areas
- Utility infrastructure locations
- Construction and renovation project sites
- Emergency response locations

Additional locations may be designated by the University.

4. PRICING RESPONSE

Complete the rate lines applicable to each lot/category offered. Enter “Not offered” for services you do not provide. All quoted rates must state the applicable unit and identify any separate mobilization, travel, fuel, disposal, emergency, overtime, minimum-charge

or delivery fees. Rates shall include ordinary labor, tools and overhead unless an exception is expressly disclosed. No estimated purchase quantities are required.

AAS (St. Croix)

Service / rate item	Unit / basis	Bidder rate (USD)
Equipment rental	item / day	$ _____
Delivery and placement	trip	$ _____
Pickup and removal	trip	$ _____
Equipment support	technician hour	$ _____

Bidder proposed service response time: _____ | Additional charges or exclusions (if any): _____

5. EVALUATION AND AWARDS

UVI will first determine whether the bidder is responsive and responsible for each lot or service category offered. Because services are ordered as needed and quantities are not known, UVI may establish nonexclusive standing-order agreements with multiple qualified, responsive bidders that submit complete, commercially reasonable rates for their offered categories. A standing-order award does not guarantee work. For each actual purchase or task, UVI will compare the awarded vendors' applicable total quoted task prices (including disclosed fees), availability, ability to meet required response time, and compliance with the specific task requirements. UVI will select the lowest-priced eligible vendor able to meet the documented need, consistent with applicable procurement policy. When only one award is appropriate for an indivisible recurring service, UVI will use the lowest comparable all-inclusive recurring rate for that service, including mandatory fees, among responsive and responsible bidders.

Vendors are not required to bid every category. UVI may reject materially conditional offers, request clarification without permitting unfair bid revisions, or cancel the solicitation in accordance with applicable procurement rules.

6. Contract and ordering conditions

Initial agreement term: twelve (12) months, with up to two optional twelve-month renewals subject to approvals, performance and available funding. No minimum spend, volume, or exclusivity is guaranteed.

No services or deliveries are authorized without an approved UVI purchase order or written task order.

Invoices must identify the PO, location, dates, services, quantities actually furnished and agreed rates.

Payment terms: Net 30 following receipt of a proper invoice and acceptance of services.

All work must comply with applicable USVI laws, safety rules, licensing and insurance requirements. Federal contract clauses apply only where required by the funding source and identified in the resulting agreement.

7. Bid/proposal submission

- Submit a signed offer identifying the solicitation and campus/service categories bid;
- completed pricing schedule;
- applicable business licensing;
- relevant experience and references;
- and proof of required qualifications, insurance or certifications applicable to the offered services.
- Submit electronically to bids@uvi.edu, with the solicitation number and title "**IFB 2027-011 - Chiller Maintenance Controls and BAS"** in the subject line, by the **Submission deadline: 11/25/2026, 2:00 PM (AST).**
- Written questions must be directed to bids@uvi.edu by the announced questions deadline; any substantive clarification will be shared with all prospective bidders by addendum.