

**NOTICE OF  
INVITATION FOR BIDS (IFB)  
IFB No. 11-22  
Project Code 702-17593-003**

Sealed bids are invited for Furniture, Fixtures and Equipment for the Renovation of the Administration/ Activities Building for the Rehabilitation Center at the Department for the Blind and Vision Impaired at 401 Azalea Avenue, Richmond, Virginia.

The project is generally described as the provision of new interior furniture, fixtures and equipment in accordance with the Contract Documents, dated October 9, 2011, as prepared by Moseley Architects. The Contractor shall complete installation of work within sixty (60) calendar days after the Notice to Proceed.

Sealed bids will be received at the Department of Behavioral Health and Developmental Services (DBHDS), Office of Architectural & Engineering Services, at 1220 Bank Street, Room 723, Richmond, Virginia 23219, mailing address P.O. Box 1797, Richmond, Virginia 23218. **The deadline for submitting bids is 2:00 P.M. sharp, as determined by the Bid Officer, on December 13, 2011.** The bids will be opened publicly and read aloud **beginning** at 2:00 P.M., on December 14, 2011, at the same location.

A Bid Bond is required.

**eVA Vendor Registration:** The bidder or offeror shall be a registered vendor in eVA.

Procedures for submitting a bid, claiming an error, withdrawal of bids and other pertinent information are contained in the Instructions to Bidders, which is part of the Invitation for Bids. Withdrawal due to error in bid shall be permitted in accord with Section 9 of the Instructions to Bidders and § 2.2-4330, Code of Virginia. The Owner reserves the right to reject any or all bids.

A pre-bid conference will be held at the Administration Headquarters Building at the Department for the Blind and Vision Impaired, 397 Azalea Avenue, Richmond, Virginia at 2:00 p.m., on Wednesday, November 30, 2011. **Attendance shall be mandatory for those submitting a bid.**

**The contract shall be awarded on a lot basis. A bidder may bid on one or more lots on a single bid form. 'Notice of Award' or 'Notice of Intent to Award' will be posted on the bulletin board at DBHDS Office of A&E Services and on the agency's website [www.dbhds.virginia/adm-RFPsAwards.htm](http://www.dbhds.virginia/adm-RFPsAwards.htm).**

Contractor registration in accordance with Section 54.1-1103 of the Code of Virginia, is required. See the Invitation for Bids for additional qualification requirements.

The Invitation for Bids for the above project, including the drawings and the specifications containing the information necessary for bidding, may be obtained from Keith Fabry Printing,

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Inc., in either digital or hard copy. Hard copy requests must be accompanied by payment to Keith Fabry Printing, Inc. Keith Fabry Printing, Inc. is located at 7 East Cary Street, Richmond, VA, telephone (804) 649-7551. Requests for Bid documents must be accompanied by a written statement showing the name, mailing address and telephone number of the firm or individual requesting documents. Bidders requesting overnight delivery of hard copy documents will be required to provide a UPS or FEDEX account number to Keith Fabry. No partial sets of documents will be issued.

By: Commonwealth of Virginia  
Department of Behavioral Health and Developmental Services for  
Department for the Blind and Vision Impaired

END OF INVITATION FOR BID