



State of New Hampshire

DEPARTMENT OF ADMINISTRATIVE SERVICES

25 Capitol Street – Room 100
Concord, New Hampshire 03301
(603) 271-3201 | Office@das.nh.gov

159 mac

Charles M. Arlinghaus
Commissioner

Catherine A. Keane
Deputy Commissioner

Sheri L. Rockburn
Assistant Commissioner

May 3, 2023

His Excellency, Governor Christopher T. Sununu
and the Honorable Council
State House
Concord, New Hampshire 03301

REQUESTED ACTION

Authorize the Department of Administrative Services to enter into a contract with Dennison Lubricants, Inc. (VC#161876), Lakeville, MA in the up to and not to exceed \$1,116,116.79 for motor oils, lubricants and compounds, with the option to renew for two one-year extensions, effective upon Governor and Executive Council approval through April 30, 2026.

Funding shall be provided through individual agency expenditures, none of which shall be permitted unless there are sufficient appropriated funds to cover the expenditure.

EXPLANATION

The Department of Administrative Services, through the Bureau of Purchase and Property, issued a request for bid (RFB) 2643-23 for motor oils, lubricants and compounds, on November 17, 2022 with responses due on December 15, 2022. This RFB reached sixty-two vendors through the NIGP electronic sourcing platform with an additional eight vendors directly sourced. There were six responses received, all in compliance with the RFB guidelines. This contract, upon approval, is intended to be a dual-award contract based on different groups of motor oils, lubricants and compounds separated by groups in the RFB. Dennison Lubricants, Inc. is one of two vendors being awarded contracts, upon approval, due to offering the lowest pricing by group. There were initially three vendors under consideration for award: Dennison Lubricants, Inc., Highlands Blending & Packaging, LLC d/b/a/ Irving Blending & Packaging, and Safety-Kleen Systems, Inc. Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging however, requested not be considered for award due to concerns over their ability to meet the contractual needs of the State.

This requested contract is essential to the State because of the frequency of need for these commodities at the statewide level and includes a 5% allowance for balance of product line to cover items that could be needed by an agency in smaller quantities and used less frequently, than the items identified by group within the contract.

Contract financials	
Estimated annual spend	\$354,322.79
Estimated 3 year term spend	\$1,062,968.37
Add allowance for balance of product line (3 year term total)	\$53,148.42
Price limitation	\$1,116,116.79

Based on the foregoing, I am respectfully recommending approval of the contract with Dennison Lubricants, Inc.

Respectfully submitted,

Shirley L. Rock
For Charles M. Arlinghaus
Commissioner



Division of Procurement Support Services
Bureau of Purchase Property

Gary S. Lunetta
Director
(603) 271-2201

Bid Description	Motor Oils, Lubricants and Compounds	Agency	RFB Bid Summary
RFB#2643-23	2643-23	Requisition#	3003206
Agent Name	Denise Rice	Bid Closing	December 15, 2022 @ 10:00AM (EST)

GROUP 1														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
10W30	55/GAL DRUM	11	\$726.80	\$7,994.80	Not Compliant (Not Complete)	Not Compliant (Not Complete)			\$648.76	\$7,136.36	\$1,267.25	\$13,939.75	Not Compliant (Packaging)	
10W30	4/ 1 GAL CASE	1,200	\$73.41	\$88,092.00					\$60.40	\$72,480.00	\$98.64	\$118,368.00		
10W30	5/GAL PAIL	65	\$68.13	\$4,428.45					\$60.37	\$3,924.05	\$121.50	\$7,897.50		
15W40	55/GAL DRUM	10	\$726.80	\$7,268.00					\$649.99	\$6,499.90	\$1,267.42	\$12,674.20		
15W40	4 OR 6 /1 GAL CASE	500	\$73.41	\$36,705.00					\$60.57	\$30,285.00	\$98.64	\$49,320.00		
15W40	12/1 QT / CASE	75	\$51.37	\$3,852.75					\$36.01	\$2,700.75	\$75.07	\$5,630.25		
TOTAL GROUP 1				\$148,341.00					\$123,026.06		\$207,829.70			

GROUP 2														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
5W40	55/GAL DRUM	10	\$1,395.00	\$13,950.00	\$1,109.18	\$11,091.79	\$1,364.00	\$13,640.00	\$753.43	\$7,534.30	\$1,323.34	\$13,233.40	\$1,973.13	\$19,731.30
5W40	4/GAL CASE	75	\$118.02	\$8,851.50	\$83.81	\$6,285.73	\$195.75	\$14,681.25	\$70.61	\$5,295.75	\$102.73	\$7,704.75	\$169.50	\$12,712.50
TOTAL GROUP 2				\$22,801.50		\$17,377.52		\$28,321.25		\$12,830.05		\$20,938.15		\$32,443.80

GROUP 3														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
10W30	4 OR 6 /1 GAL CASE	5	\$75.00	\$375.00	Not Compliant (Not Complete)	Not Compliant (Not Complete)					\$94.74	\$473.70	Not Compliant (Packaging)	
5W30	12/1 QT	500	\$42.80	\$21,400.00							\$72.00	\$36,000.00		
5W30	55 GAL	5	\$573.53	\$2,867.65							\$1,191.28	\$5,956.40		
5W20	12/1 QT	1,000	\$42.80	\$42,800.00							\$72.00	\$72,000.00		
TOTAL GROUP 3				\$67,442.65							\$114,430.10			



Division of Procurement Support Services
Bureau of Purchase Property

Gary S. Lunetta
Director
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GROUP 4														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
ATF	55/GAL DRUM	1	\$1,047.26	\$1,047.26	\$540.58	\$540.58			\$889.84	\$889.84	\$1,560.38	\$1,560.38		
MULTI PURPOSE ATF	12/1 QT	25	\$65.28	\$1,632.00	\$33.31	\$832.75	Not Compliant (Not Complete)		\$47.92	\$1,198.00	\$91.05	\$2,276.25	Not Compliant (Packaging)	
TOTAL GROUP 4				\$2,679.26		\$1,373.33				\$2,087.84		\$3,836.63		
GROUP 5														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
10 W	5/GAL PAIL	10	\$67.33	\$673.30	\$64.55	\$645.46	\$112.50	\$1,125.00	\$48.85	\$488.50	\$184.13	\$1,841.30	\$127.85	\$1,278.50
TOTAL GROUP 5				\$673.30		\$645.46		\$1,125.00		\$488.50		\$1,841.30		\$1,278.50
GROUP 6														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
32	5/GAL PAIL	600	\$52.20	\$31,320.00	\$45.38	\$27,230.86			\$37.41	\$22,446.00	\$190.13	\$114,078.00	\$58.00	\$34,800.00
32	55 GAL DRUM	70	\$551.53	\$38,607.10	\$478.67	\$33,507.22	Not Compliant (Not Complete)		\$383.34	\$26,833.80	\$1,955.29	\$136,870.30	\$594.00	\$41,580.00
46	55 GAL DRUM	1	\$551.53	\$551.53	\$478.67	\$478.67			\$404.55	\$404.55	\$188.88	\$188.88	\$594.00	\$594.00
46	5/GAL PAIL	30	\$52.20	\$1,566.00	\$45.38	\$1,361.54			\$39.46	\$1,183.80	\$1,941.62	\$58,248.60	\$58.00	\$1,740.00
TOTAL GROUP 6				\$72,044.63		\$62,578.29				\$50,868.15		\$309,385.78		\$78,714.00
GROUP 7														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
A/W 32	BULK	2,000	\$9.00	\$18,000.00	\$8.50	\$17,000.00	\$13.30	\$26,600.00	\$5.82	\$11,640.00	No Bid		\$9.95	\$19,900.00
TOTAL GROUP 7				\$18,000.00		\$17,000.00		\$26,600.00		\$11,640.00				\$19,900.00
GROUP 8														



Division of Procurement Support Services
Bureau of Purchase Property

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Director
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Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
	55 GAL DRUM	25	\$627.06	\$15,676.50	\$689.53	\$17,238.29	\$874.50	\$21,862.50	\$758.92	\$18,973.00	\$1,839.73	\$45,993.25	\$699.10	\$17,477.50
	5 GAL PAIL	75	\$59.06	\$4,429.50	\$64.55	\$4,840.92	\$91.00	\$6,825.00	\$71.08	\$5,331.00	\$179.62	\$13,471.50	\$64.80	\$4,860.00
TOTAL GROUP 8				\$20,106.00		\$22,079.21		\$28,687.50		\$24,304.00		\$59,464.75		\$22,337.50

GROUP 9														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
80W90	5 GAL PAIL	4	\$76.93	\$307.72	\$71.33	\$285.33	\$169.75	\$679.00	\$60.28	\$241.12	\$209.28	\$837.12	Not Compliant (Packaging)	
80W90	55 GAL DRUM	5	\$823.60	\$4,118.00	\$779.20	\$3,896.01	\$1,600.00	\$8,000.00	\$643.04	\$3,215.20	\$2,153.19	\$10,765.95		
TOTAL GROUP 9				\$4,425.72		\$4,181.34		\$8,679.00		\$3,456.32		\$11,603.07		

GROUP 10														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
NLGI-2	50/14 OZ TUBE	500	\$118.84	\$59,420.50	No Bid		\$277.20	\$138,600.00	Not Compliant		\$382.88	\$191,440.00	\$188.23	\$94,115.00
	120 LB KEG	1	\$441.56	\$441.56	No Bid		\$654.00	\$654.00	Not Compliant		\$909.79	\$909.79	\$627.76	\$627.76
TOTAL GROUP 10				\$59,862.06				\$139,254.00				\$192,349.79		\$94,742.76

GROUP 11														
Product	PACKAGING	EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
			Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
80W140	120 LB DRUM	10	\$473.20	\$4,732.00	No Bid		\$762.00	\$7,620.00	\$227.61	\$2,276.10	\$823.09	\$8,230.90	Not Compliant (Packaging)	
80W140	5 GAL PAIL	2	\$133.73	\$267.46	No Bid		\$239.75	\$479.50	\$63.79	\$127.58	\$237.03	\$474.06		
75W90	35 LB PAIL	2	\$116.93	\$233.86	No Bid		\$239.75	\$479.50	\$105.30	\$210.60	\$251.00	\$502.00		
75W90	120 LB DRUM	2	\$418.88	\$837.76	No Bid		\$762.00	\$1,524.00	\$359.75	\$719.50	\$867.82	\$1,735.64		
TOTAL GROUP 11				\$6,071.08				\$10,103.00		\$3,333.78		\$10,942.60		



Division of Procurement Support Services
Bureau of Purchase Property

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Director
(603) 271-2201

RFB Bid Summary

GROUP 12		EST. ANNUAL USAGE (PKG)	Dennison Lubricants, Inc.		Safety-Kleen Systems, Inc.		NCH Corporation		Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging		Romeo Enterprises		Brenntag Lubricants, LLC	
Product	PACKAGING		Price/PKG	Extended Price	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost	Unit Cost	Extended Cost
Diesel Exhaust Fluid (DEF)	2.5 GAL Container	6,000	\$8.75	\$52,500.00	\$16.57	\$99,420.00	\$23.05	\$138,300.00	\$9.82	\$58,920.00	No Bid		Not Compliant (Packaging)	
TOTAL GROUP 12				\$52,500.00		\$99,420.00		\$138,300.00		\$58,920.00				

Awarded Groups	Dennison Lubricants, Inc.
	Extended Price Total
1,3,8,10,11&12	\$354,322.79
Annual Total	\$354,322.79
3 Year term total	\$1,062,968.37
Allowance for balance of product line (5% of 3 Year term total)	\$53,148.42
Total	\$1,116,116.79

Estimated annual spend	\$354,322.79	Expiring contract annual	\$ 281,659.39
Estimated term spend	\$1,062,968.37	Expiring contract term	\$ 844,978.17
Add allowance for balance of product line	\$53,148.42	Cost increase/Savings X% or	\$ 217,990.20
Recommended price limitation	\$ 1,116,116.79	Delta: new vs. expiring	0.205076845

Recommendation Summary	
Statewide Contract or Amendment	Statewide Contract(s)
Term of Contract	Three (3) Years plus two (2) one-year extensions



Division of Procurement Support Services
Bureau of Purchase Property

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Director
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Number of Solicitations Received
Number of Sourced bidders
Number of NIGP Vendors Sourced
Number of non-responsive bidders
P-37 Checklist Complete
D&B Report Attached
Terms of Payment (P-card/ACH)
FOB Delivered
Expiring Contract Price Limitation
Total Cost Savings (\$/%)

	\$1,116,116.79	RFB Bid Summary	
	Six (6)		
	Eight (8)		
	Sixty-two (62)		
	Zero (0)		
	Yes		
	Yes		
	P-card and ACH as at least one agency (DMAVS) doesn't currently utilize the Pcard		
	Yes		
	\$344,552.41 (Three {3} Contracts)		
	\$	%	Increase/Savings

Special Notes:	RFB 2643-23 was issued on 11/17/2023 with responses due on 12/08/2023. Three vendors qualified for award based on price. After bid awards were made, one Vendor Highlands Blending & Packaging, LLC d/b/a Irving Blending & Packaging did not sign the agreement and asked to not be awarded the business due to not being sure they could supply as required by the contract. On March 31, 2023, new award letters went out to the two (2) Vendors who were the lowest bidders.
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STATE OF NEW HAMPSHIRE
DIVISION OF PROCUREMENT AND SUPPORT SERVICES
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
25 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6398

DATE OF CHANGE: 12/7/2022

ADDENDUM # 2 TO BID INVITATION # 2643-23

DATE OF BID CLOSING: ~~12/8/2022~~ 12/15/2022 TIME OF BID CLOSING: ~~11:00 AM (EST)~~ 10:00 AM (EST)

FOR: MOTOR OILS, LUBRICANTS AND COMPOUNDS.

CURRENTLY READS:

Bid Closing Date and time: December 08, 2022 @ 11:00 AM (EST)

CHANGE TO READ:

Bid Closing Date and time: December 15, 2022 @ 10:00 AM (EST)

PURCHASING AGENT: WAYNE GOULET

E-Mail: NH.Purchasing@das.nh.gov

NOTE: ALL CHANGES TO BID SOLICITATION NOTED IN ADDENDUMS WILL SUPERSEDE PREVIOUSLY SUBMITTED DOCUMENTS AND MUST BE SUBMITTED WITH THE BID. ALL OTHER SPECIFICATIONS REMAIN UNCHANGED AND VALID.

BIDDER Dannisen Lubricants ADDRESS 111 Rhode Island Rd Litchfield MA 02347

BY  VICE president

(This document must be signed)

Bryan Dannisen

TEL. NO. 508-946-0500

(please type or print name)

Please visit: <https://das.nh.gov/purchasing/vendorresources.aspx> (click on "Bid and Proposals") for complete bid and addendums.

STATE OF NEW HAMPSHIRE
DIVISION OF PROCUREMENT AND SUPPORT SERVICES
BUREAU OF PURCHASE AND PROPERTY
STATE HOUSE ANNEX
25 CAPITOL STREET
CONCORD, NEW HAMPSHIRE 03301-6398

DATE OF CHANGE: 12/2/2022

ADDENDUM #1 TO BID INVITATION #2643-23

DATE OF BID CLOSING: 12/08/2022

TIME OF BID CLOSING: 11:00 AM (EST)

FOR MOTOR OILS, LUBRICANTS AND COMPOUNDS

Please delete attachment #1 Offer Section in its entirety and replace with the attachment #2 Offer Section revised. Attachment #1 Offer Section have been updated highlighting changes

*PURCHASING AGENT: Wayne Goulet
E-Mail: NH.Purchasing@das.nh.gov

NOTE: ALL CHANGES TO BID SOLICITATION NOTED IN ADDENDUMS WILL SUPERSEDE PREVIOUSLY SUBMITTED DOCUMENTS AND MUST BE SUBMITTED WITH THE BID. ALL OTHER SPECIFICATIONS REMAIN UNCHANGED AND VALID.

BIDDER Dennison Lubricants ADDRESS 111 Rhode Island Rd Lakeville MA 023

BY  VICE PRESIDENT

(This document must be signed)
Brian Dennison TEL. NO. 508-946-0500
(please type or print name)

Please visit: <https://das.nh.gov/purchasing/vendorresources.aspx> (click on "Bid and Proposals") for complete bid and addendums.

ATTACHMENT B: OFFER SECTION RFB-2643-23

Diesel Exhaust Fluid (DEF)	2.5 GAL Container	6,000	OZ00250	OILZUM.DEF	8.75	\$52,500.00		
TOTAL GROUP 10						\$52,500.00		

ATTACHMENT B: OFFER SECTION RFB.2643-23

PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART
32	5/GAL PAIL	600	334227-448	Gulf Harmony AW	52.2	\$31,320.00	10.44	2.61
32	55 GAL DRUM	70	334227-982	Gulf Harmony AW	551.53	\$38,607.10	10.03	2.51
46	55 GAL DRUM	1	334229-982	Gulf Harmony AW	551.53	\$551.53	10.03	2.51
46	5/GAL PAIL	30	334229-448	Gulf Harmony AW	52.2	\$1,566.00	10.44	2.61
TOTAL GROUP 6						\$72,044.63		
GROUP 7: BULK PRODUCTS MEETING SPECIFICATIONS FOR GROUP 6								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (GAL)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/GALLON	EXTENDED PRICE		
A/W 32	BULK	2,000	002-334227	Gulf Harmony AW	9	\$18,200.00		
TOTAL GROUP 7						\$18,200.00		
GROUP 8: SPECIFICATION - TRACTOR HYDRAULIC FLUID: CATERPILLAR TO-4, JOHN DEERE J-20-C, CASE NEW HOLLAND MAT 3525 MIN. POUR POINT MINUS 40 DEGREES F., MIN. VISCOSITY INDEX 140.								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART
	55 GAL DRUM	25	331953-982	Gulf Transcrest Tractor Hydraulic	642.46	\$16,061.50	11.68	2.92
	5 GAL PAIL	75	331953-448	Gulf Transcrest Tractor Hydraulic	60.46	\$4,534.50	12.09	3.02
TOTAL GROUP 8						\$20,596.00		
GROUP 9: SPECIFICATION - AUTOMOTIVE GEAR OIL/80W90: API SERVICE CLASSIFICATION GL-5 AND MT-1, MACK GO-H MIN. APPROVED FOR USE IN LIMITED SLIP DIFFERENTIALS.								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/POUND	
80W90	5 GAL PAIL	4	332110-448	Gulf Extreme Gear LS	76.93	\$307.72	2.20	
80W90	55 GAL DRUM	5	332110-982	Gulf Extreme Gear LS	823.6	\$4,118.00	2.06	
TOTAL GROUP 9						\$4,425.72		
GROUP 10: SPECIFICATION - AUTOMOTIVE GREASE/ NLGI 2: EXTREME PRESSURE, LITHIUM THICKENER WITH RUST AND OXIDATION INHIBITORS. NLGI-LB, MACK MG-C MIN. TIMKEN OK LOAD 60 MIN DROP POINT 500								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/POUND	PRICE/TUBE
NLGI-2	50/14 OZ TUBE	500	344012-600	Gulf Super Duty EP2	118.841	\$59,420.50		3.96
	120 LB KEG	1	344012-873	Gulf Super Duty EP3	441.56	\$441.56	3.68	
TOTAL GROUP 10						\$59,420.50		
GROUP 11: SPECIFICATION - SYNTHETIC GEAR LUBE: GL-5, SPICER, EATON PS-163, PS-109, GO-J, GO-JPLUS, ROCKWELL O-76E, O-76B								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/POUND	
80W140	120 LB DRUM	10	337202-873	Gulf SYN.HYP	473.2	\$4,732.00	\$6.19	
80W140	5 GAL PAIL	2	337202-448	Gulf SYN.HYP	133.73	\$267.46	\$3.82	
75W90	35 LB PAIL	2	337201-448	Gulf SYN.HYP	116.93	\$233.86	\$3.34	
75W90	120 LB DRUM	2	337201-873	Gulf SYN.HYP	418.88	\$837.76	\$3.49	
TOTAL GROUP 11						\$6,071.08		
GROUP 12: SPECIFICATION - Diesel Exhaust Fluid (DEF) per specifications standard ISO 22241								
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/POUND	PRICE/TUBE

ATTACHMENT B: OFFER SECTION RFB 2643-23

BIDDER TO COMPLETE

ADDITIONAL PRICING REQUESTED;
NOT FOR AWARD PURPOSES

GROUP 1		SPECIFICATION - DIESEL OIL, API SERVICE CLASSIFICATION CK-4 MACK EO-O, CUMMINS - 20081, CATERPILLAR ECF-3; DETROIT 93K218, VOLVO VDS-4 MIN: TBN 10(ASTM D2896), MAX MRV PUMPABILITY at -25 C ASTM.D4864 16,1000							
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART	
10W30	55/GAL DRUM	11	331310-982	Gulf Super Duty 10W30	726.81	\$7,994.80	13.21	3.3	
10W30	4/ 1 GAL CASE	1,200	331310-432	Gulf Super Duty 10W30	73.41	\$88,092.00	18.35	4.59	
10W30	5/GAL PAIL	65	331310-448	Gulf Super Duty 10W 30	68.13	\$4,428.45	13.63	3.41	
15W40	55/GAL DRUM	10	331307-982	Gulf Super Duty 15W40	\$726.80	\$7,268.00	13.21	3.30	
15W40	4 OR 6 /1 GAL CASE	500	331307-432	Gulf Super Duty 15W40	\$73.41	\$36,705.00	18.35	4.59	
15W40	12/1 QT / CASE	75	331307-353	Gulf Super Duty 15W40	\$51.37	\$3,852.75	17.12	4.28	
					TOTAL GROUP 1	\$147,825.75			
GROUP 2		SPECIFICATION 5W40 SYNTHETIC: API SERVICE CLASSIFICATIONS CK-4, CI-4 PLUS, CI-4, CH-4; MACK EO-O, CUMMINS CES 20081, CATERPILLAR ECF-3; DETROIT DIESEL 93K218; VOLVO VDS-4. MAX MRV PUMPABILITY AT -35 C ASTM D4864 27,000							
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART	
5W40	55/GAL DRUM	10	331501-982	Gulf Super Duty SYN 5W40	1395	\$13,950.00	25.36	6.34	
5W40	4/GAL CASE	75	331501-432	Gulf Super duty SYN 5W40	118.02	\$8,851.50	29.51	7.38	
					TOTAL GROUP 2	\$22,801.50			
GROUP 3		SPECIFICATION - MOTOR OIL 5W20 5W30 10W30 API SERVICE CLASSIFICATION SN 150 SA0 GF5 FORD WSS-M2C946-A WSS-M2C945-A GM 6094M FORD/GMC/CHRYSLER GASOLINE ENGINE WARRANTY REQUIREMENTS							
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART	
10W30	4 OR 6 /1 GAL CASE	5	330213-006	Gulf Pride AFE SB	76.62	\$383.10	12.77	3.20	
5W30	12/1 QT	500	330133-353	Gulf Pride AFE SB	44	\$22,000.00	14.66	3.67	
5W30	55 GAL	5	330133-982	Gulf Pride AFE SB	.597	\$2,985.00	10.85	2.71	
5W20	12/1 QT	1,000	330132-353	Gulf Pride AFE SB	44	\$44,000.00	14.66	3.67	
					TOTAL GROUP 3	\$69,368.10			
GROUP 4		SPECIFICATION - AUTOMATIC TRANSMISSION FLUID, MULTI PURPOSE MERCON. THE PRODUCT OFFERED SHALL BE SPECIFICALLY DESIGNED FOR USE IN GM TRANSMISSIONS CALLING FOR DEXRON III, DEXRON IIE AND DEXRON II FLUIDS. IT WILL ALSO BE APPROVED FOR USE IN FORD TRANSMISSIONS CALLING FOR MERCON TYPE AUTOMATIC TRANS. FLUIDS INCLUDING "LV"							
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART	
ATF	55/GAL DRUM	1	330022-982	Gulf Transcrest Synthetic MV ATF	1047.26	\$1,047.26	19.04	4.74	
ATF	12/1 QT	25	330022-353	Gulf Transcrest Synthetic MV ATF	65.28	\$1,632.00	21.76	5.44	
					TOTAL GROUP 4	\$2,679.26			
GROUP 5		SPECIFICATION - TRANSMISSION FLUID, HEAVY DUTY, OFF HIGHWAY: MEETS CAT TO-4, ALLISON C-4							
PRODUCT	PACKAGING	EST. ANNUAL USAGE (PKG)	VENDOR PRODUCT CODE	VENDOR PRODUCT NAME/DESCRIPTION	PRICE/PKG	EXTENDED PRICE	PRICE/GALLON	PRICE/QUART	
10 W	5/GAL PAIL	10	321910-448	Gulf HT TO-4.	67.33	\$673.30	13.47	3.37	
					TOTAL GROUP 5	\$673.30			
GROUP 6		SPECIFICATION - HYDRAULIC OIL/ AW 32, 46 and 68 ANTI WEAR, ANTI FOAM, RUST AND OXIDATION INHIBITED: THERMAL OXIDATION TEST ASTM D-943 (3,000) HOURS MINIMUM), DENSON HFO, VICKERS M-2950-S & I-286-S, MIN. VISCOSITY INDEX 95, MIN. POUR POINT MINUS 20 DEGREES F.							

nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 10.2. herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. NOTICE. Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the

time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

17. AMENDMENT. This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

18. CHOICE OF LAW AND FORUM. This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. Any actions arising out of this Agreement shall be brought and maintained in New Hampshire Superior Court which shall have exclusive jurisdiction thereof.

19. CONFLICTING TERMS. In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and/or attachments and amendment thereof, the terms of the P-37 (as modified in EXHIBIT A) shall control.

20. THIRD PARTIES. The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. HEADINGS. The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. SPECIAL PROVISIONS. Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

23. SEVERABILITY. In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. ENTIRE AGREEMENT. This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

8.3 No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT B. In addition, at the State's discretion, the Contractor shall, within 15 days of notice of early termination, develop and submit to the State a Transition Plan for services under the Agreement.

10. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

10.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS:

12.1 The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice, which shall be provided to the State at least fifteen (15) days prior to the assignment, and a written consent of the State. For purposes of this paragraph, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.2 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State. The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. **INDEMNIFICATION.** Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, its officers and employees, from and against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement, or other claims asserted against the State, its officers or employees, which arise out of (or which may be claimed to arise out of) the acts or omission of the Contractor, or subcontractors, including but not limited to the negligence, reckless or intentional conduct. The State shall not be liable for any costs incurred by the Contractor arising under this paragraph 13. Notwithstanding the foregoing,

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.17, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds affected by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the

performance hereof, and shall be the only and the complete compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

ATTACHMENT A

SAMPLE FORM TO BE COMPLETED UPON AWARD

FORM NUMBER P-37 (version 12/11/2019)

Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION:

1.1 State Agency Name		1.2 State Agency Address	
1.3 Contractor Name		1.4 Contractor Address	
1.5 Contractor Phone Number	1.6 Account Number	1.7 Completion Date	1.8 Price Limitation
1.9 Contracting Officer for State Agency		1.10 State Agency Telephone Number	
1.11 Contractor Signature Date:		1.12 Name and Title of Contractor Signatory	
1.13 State Agency Signature Date:		1.14 Name and Title of State Agency Signatory	
1.15 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.16 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By: _____ On: _____			
1.17 Approval by the Governor and Executive Council (if applicable) G&C item number: _____ G&C Meeting Date: _____			

Contractor Initials B.D
Date 11-25-21

OFFER:

Vendor hereby offers to perform the services to the State of New Hampshire as specified at the prices quoted below, in complete accordance with the general and detailed specifications included herewith.

See Attachment B Offer Section

VENDOR'S BALANCE OF PRODUCT LINE ITEMS

The items in the Offer Section include the items most commonly purchased by State of New Hampshire agencies, and shall be used for award purposes. During the term of contract, the State may purchase other items that relate to the Motor Oils, Lubricants and Compounds represented herein from the successful Vendor's Balance of Product Line. All items ordered shall include all shipping/charges as specified above in "Bid Prices".

VENDOR CONTACT INFORMATION:

Please provide contact information below for a person knowledgeable of and who can answer questions regarding this bid response:

<u>Brian Pennison</u>	<u>508-746-0500</u>	<u>800-564-5142</u>
Contact Person	Local Telephone Number	Toll Free Telephone Number
<u>brianp@denlube.com</u>		<u>www.denlube.com</u>
E-mail Address		Company Website
<u>Dennison Lubricants</u>	<u>111 Rhode Island Rd Litchville Md 02347</u>	
Vendor Company Name	Vendor Address	

DELIVERY LOCATIONS:

The following are the current State of New Hampshire agency/institution locations which, if you are awarded a contract, you are expected to service. The State of New Hampshire reserves the right to add locations to this list at the contract prices or to delete locations, as needed.

If required, please see NH District Map for clarifications.

<https://www.nh.gov/dot/org/operations/highwaymaintenance/documents/DistrictEngineersMap-August2015.pdf>

ATTACHMENTS:

The following attachments are an integral part of this bid invitation:

- Attachment A: Sample P-37 Form
- Attachment B: Offer Section

Note: To be considered, bid shall be signed and notarized on front cover sheet in the space provided.

The Bid Opening is open to the public online at the following:

Microsoft Teams meeting

Join on your computer, mobile app or room device

[Click here to join the meeting](#)

Meeting ID: 290 065 852 579

Passcode: qC7iCW

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 603-931-4944 559054393# United States, Concord

Phone Conference ID: 559 054 393#

[Find a local number](#) | [Reset PIN](#)

[Learn More](#) | [Meeting options](#)

commencing on the date that the equipment is received, inspected, and accepted by the State of New Hampshire. The warranty shall cover 100% of repair or replacement costs, including all parts, shipping, labor, travel, lodging, and expenses.

OBLIGATIONS AND LIABILITY OF THE VENDOR:

The successful Vendor shall perform all work and furnish all materials, tools, equipment and safety devices necessary to perform the requested services in the manner and within the time hereinafter specified. The Vendor shall provide said services to the satisfaction of the State and in accordance with the specifications and at the price set forth herein. All work to be performed and all equipment to be furnished pursuant to the Scope of Services included herein shall be performed and furnished in strict accordance with the specifications included herein, the terms of any contract awarded as a result of this solicitation, any associated contract drawings, and the directions of State representatives as may be given from time to time while the work is in progress.

The successful Vendor shall take full responsibility for the work to be performed pursuant to the Scope of Work included herein; for the protection of said work; and for preventing injuries to persons and damage to property and utilities on or about said work. The Vendor shall in no way be relieved of such responsibility by any authority of the State to give permission or issue orders relating to any part of the work, by any such permission given or orders issued, or by any failure of the State to give such permission or issue such orders. The successful Vendor shall bear all losses accruing to the Vendor as a result of the amount, quality, or character of the work required, or because the nature or characteristics of the work location is different from what the Vendor estimated or expected, or due to delays or other complications caused by the weather, elements, or other natural causes.

The successful Vendor agrees that any damage or injury to any buildings, materials, equipment, or other property resulting from the Vendor's performance of the requested services shall be repaired at the Vendor's own expense so that such buildings, materials, equipment, or other property are satisfactorily restored to their prior condition.

Disaster Recovery

Do you provide emergency preparedness plan to aid the State during an emergency or disaster recovery with specifics as to response time, availability of supplies and goods and services offered? Yes or **No**

If yes, please include hard copy and/or link to website for further information. This information is not considered part of award criteria and is considered informational only.

DELIVERY TIME:

The successful Vendor shall be required to accomplish delivery of any item ordered under the contract within five (5) business days from the placement of the order.

The use of a private carrier to make delivery does not relieve the successful Vendor from the responsibility of meeting the delivery requirement.

RETURNED GOODS:

The successful Vendor shall resolve all order and invoice discrepancies within five (5) business days from notification. Products returned due to quality issues, duplicate shipments, over-shipments, etc. shall be picked up by the successful Vendor within ten (10) business days of notification with no restocking or freight charges, and shall be replaced with specified products or the agency shall be refunded/credited for the full purchase price. Unauthorized substitutions for any products are not allowed.

Standard stock products ordered in error by the State of New Hampshire shall be returned for full credit within fifteen (15) business days of receipt. Products shall be in re-saleable condition (original container, unused) and there shall be no restocking fee charged for these products. The using agency shall be responsible for any freight charges to return these items to the successful Vendor.

2. Only one manufacturer shall be utilized to complete the offer section and shall meet all specifications as stated in each group.
3. There shall be no substitutions for brand name products offered by Vendor after the inception of the contract. Manufacturer and Brand name shall remain the same as stated in the bid offer for the term of the contract and any extension.
4. All containers must bear the product name and the API certification code.
5. 55-gallon metal drums shall remain the property of the Vendor. The State agrees to empty these containers and return them as soon as possible, in as good condition as when received, less ordinary wear and tear, at Vendor's expense, as directed by the Vendor. Drums shall be returned to the Vendor complete with all parts (covers, plugs etc.) and fixtures intact.
6. If any products are repackaged, Vendor must be a licensed re-packager for the manufacturer represented. The State reserves the right to inspect the packaging facilities of the successful Vendor.
7. The State reserves the right to add new products or commodity sizes to the contract at prices mutually agreeable to the State and the Vendor.
8. In addition to specifications listed in Attachment B Offer Section, all motor oils must meet the performance requirements charted here:

SPECIFICATIONS	SAE 15W/40	SAE 10W/30	SAE 50W	SAE 40W	SAE 30W	SAE 20W	SAE 10W
CK-4	X						
CI-4+	X	X					
SM	X	X	X	X	X	X	X
EOS-4.5	X	X					
CUMMINS-20086	X	X			X	X	X
ALLISON C-4					X		X
CAT ECF-3	X	X					
CAT TO-4		X	X	X	X	X	X
VDS-4.5	X						
DETROIT 93K222	X	X					

SPECIFICATIONS:

Complete specifications required are detailed in the **SCOPE OF WORK** section of this bid invitation. In responding to the bid invitation, the prospective Vendor shall address all requirements for information as outlined herein.

SCOPE OF WORK:

Vendor shall supply all labor, tools, transportation, materials, equipment and permits as necessary and required to perform services as described herein.

Unless otherwise specified herein

WARRANTY REQUIREMENTS:

The successful Vendor shall be required to provide warranties on all equipment provided by the Vendor for a period of not less than one (1) year or the manufacturer's standard warranty period, whichever is greater.

Additionally, all updates i.e., telephone numbers, contact names, email addresses, W9, tax identification numbers are required to be current through a formal electronic submission to the Bureau of Purchase and Property at:

[https://dos.nh.gov/purchasing/vendorregistration/\(S\(a0fzcv55qhaeqs45jpya5i45\)\)/welcome.aspx](https://dos.nh.gov/purchasing/vendorregistration/(S(a0fzcv55qhaeqs45jpya5i45))/welcome.aspx)

IF AWARDED A CONTRACT:

The successful Vendor shall complete the following sections of the attached Agreement State of New Hampshire Form #P-37:

- Section 1.3 Contractor Name
- Section 1.4 Contractor Address
- Section 1.1.1 Contractor Signature
- Section 1.1.2 Name & Title of Contractor Signatory (if Vendor is not a sole proprietor)

- Provide certificate of insurance indicating the coverage amounts required by Section 14 of the Form Number P-37.
- Provide proof of sufficient workers' compensation insurance coverage or evidence of exemption from RSA Chapter 81-A.
- If the successful Vendor is a corporation, limited liability company, or other limited liability business entity, then provide a certificate of good standing issued by the NH Secretary of State or, for a newly incorporated, formed, or registered entity, a copy of the appropriate registration document certified by the NH Secretary of State.

OIL ANALYSIS PROGRAM:

The Vendor shall provide the offered manufacturer's oil analysis program for testing and analysis of oil and engine performance, at no charge, to the requesting agency.

Scope of program to include, at a minimum:

- Vendor to provide all sample containers, shipping boxes and labels at no charge.
- Performance Analysis reports shall be available to the agency, online, within 10 days of submittal.
- Product failure Analysis reports shall be available to the agency, online, within 30 days of submittal.
- There shall be no limit to the number of units enrolled in the program.
- The Oil analysis program shall apply to all products offered in groups 1, 2, and 11.
- The participating state agency shall pay shipping of the samples to the oil analysis location.

SPECIFICATION COMPLIANCE:

Vendor's offer shall meet or exceed the required specifications as written. The State of New Hampshire shall be the sole determining factor of what meets or exceeds the required specifications.

Unless otherwise specified by the Bureau of Purchase and Property in this bid invitation document, all equipment/items offered by the Vendor shall be new (and of the current model year, if applicable); shall not be used, rebuilt, refurbished; shall not have been used as demonstration equipment, and shall not have been placed anywhere for evaluation purposes.

The manufacturers and/or product numbers indicated are the only ones that are acceptable under this bid invitation.

Vendor agrees that all oils, lubricants and compounds sold, furnished and delivered to the State shall conform to the minimum requirements enumerated in the offer section contained herein to include the specification chart below.

1. It is mutually agreed that if the motor oils, lubricants and compounds sold, furnished and delivered by the Vendor to the State do not conform to the standards established by specifications herein, the State reserves the right to purchase any and all products elsewhere; charging any additional costs against monies owed the State to the Vendor.

in any shipment; the agency shall receive the items ordered in accordance with the delivery time required under this bid invitation, as if an account already exists for the agency.

ELIGIBLE PARTICIPANTS:

Political sub-divisions (counties, cities, towns, school districts, special district or precinct, or any other governmental organization), or any nonprofit agency under the provisions of section 501c of the federal internal revenue code, are eligible to participate under this contract whenever said sub-division or nonprofit agency so desires. These entities are autonomous and may participate at their sole discretion. In doing so, they are entitled to the prices established under the contract. However, they are solely responsible for their association with the successful Vendor. The State of New Hampshire assumes no liability between the successful Vendor and any of these entities.

PAYMENT:

Payment method (P-Card or ACH). Payments shall be made via ACH or Procurement Card (P-card = Credit Card) unless otherwise specified by the state of New Hampshire. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury/state-vendors/index.htm> Eligible participants shall negotiate their own payment methods with the successful Vendor.

INVOICING:

Invoices shall be submitted to the corresponding State agency after completion of work/acceptance of delivery.

TERMS OF PAYMENT:

Payment shall be made in full within thirty (30) days after receipt of the invoice and acceptance of the corresponding goods and/or services to the State's satisfaction.

VENDOR RESPONSIBILITY:

The successful Vendor shall be solely responsible for meeting all terms and conditions specified in the bid, and any resulting contract.

All State of New Hampshire bid invitations and addenda to such bid invitations are advertised on our website at: <https://apps.das.nh.gov/bidscontracts/bids.aspx>

It is a prospective Vendor's responsibility to access our website to determine any bid invitation under which the Vendor desires to participate. It is also the Vendor's responsibility to access our website for any posted addenda.

The website is updated several times per day; it is the responsibility of the prospective Vendor to access the website frequently to ensure that no bidding opportunity or addendum is overlooked.

It is the prospective Vendor's responsibility to forward a signed copy of any addendum requiring the Vendor's signature to the Bureau of Purchase and Property with the bid response.

In preparation of a bid response, the prospective Vendor shall:

- Provide pricing information as indicated in the "Offer" section; and
- Provide all other information required for the bid response (if applicable); and
- Complete the "Vendor Contact Information" section; and
- Add applicable prospective Vendor information to the "Transmittal Letter" form, and sign the form in the space provided. The Transmittal Letter form must be signed under oath and acknowledged by a notary public or justice of the peace in order for the bid response to be considered.

It is the responsibility of the Vendor to maintain this any awarded contract and New Hampshire Vendor Registration with up to date contact information.

Contract specific contact information (Sales contact, Contractor contract manager, etc.) shall be sent to the State's Contracting Office listed in Box 1.9 of Form P-37.

Per Administrative Rule 606.01 (e) "if there is a discrepancy between the unit price and the extension price in a response to an RFP, RFB or RFQ, the unit price shall be binding upon the vendor".

Price decreases shall become effective immediately as they become effective to the general trade

Updated/Published Price List MUST be e-mailed to Wayne.V.Goulet@DAS.NH.Gov.

PRICE ADJUSTMENTS:

Requests to adjust pricing will be accepted on a semi-annual basis beginning October 1, 2023. Increases shall be based solely on manufacturer's pricing, and must be no greater than the percentage of the manufacturer's increase to the vendor. The successful bidder shall submit requests for price adjustment to the New Hampshire Bureau of Purchase and Property a minimum of twenty (20) calendar days prior to the proposed increase. The requests must include a separate letter from the manufacturer which identifies the amount (%) of the increase to the vendor.

The successful bidder must automatically pass on any manufacturer's price reduction as applicable during the contract term, with notification to the Purchasing Agent.

AUDITS AND ACCOUNTING:

The successful Vendor shall allow representatives of the State of New Hampshire to have complete access to all records for the purpose of determining compliance with the terms and conditions of this bid invitation and in determining the award and for monitoring any resulting contract.

At intervals during the contract term, and prior to the termination of the contract, the successful Vendor may be required to provide a complete and accurate accounting of all products and quantities ordered by each agency and institution and by political sub-divisions and authorized non-profit organizations.

ESTIMATED USAGE:

The quantities indicated in the offer section of this bid invitation are an estimate only for the State of New Hampshire's annual requirements. These quantities are indicated for informational purposes only and shall not be considered minimum or guaranteed quantities, nor shall they be considered maximum quantities. These quantities **do not** include any eligible participant usage.

USAGE REPORTING:

The successful Vendor shall be required to submit a quarterly and annual usage report for analysis for each state agency. Reports are due no later than 30 days after each end of each calendar quarter to The Bureau of Procurement & Support Services, Wayne Goulet and sent electronic to Wayne.V.Goulet@DAS.NH.Gov. At a minimum, the Report shall include:

- Contract Number
- Utilizing Agency
- Products Purchased (showing the manufacturer, item, part number, and the final cost.)
- Recycling documentation with respect to content used in the manufacture, development and distribution process of goods and services sold. This report shall include but not be limited to:
 - Percentage of recycled materials contained within finished products
 - Percentage of waste recycled throughout the manufacturing process
 - Types and volume of packaging used for transport
 - Any associated material avoided and/or recycled as applicable under contract
 - A standardized reporting form will be provided after contract award
- Total Cost of all Products Purchased. Ability to sort by agency.
- Preferred in Excel format

ESTABLISHMENT OF ACCOUNTS:

Each State of New Hampshire agency shall have its own individual customer account number. There may also be instances where divisions or bureaus within an agency will need their own individual customer account numbers. Should any State of New Hampshire agency place an order under the contract, the successful Vendor agrees to establish an account within three business days from the date the order is placed. However, there shall be no delay

which is not marked as confidential. In the case of bids, proposals or related materials that contain portions marked confidential, the State shall assess what information it believes is subject to release; notify the bidder that the request has been made; indicate what, if any, portions of the proposal or related material shall not be released; and notify the bidder of the date it plans to release the materials. The State is not obligated to comply with a bidder's designation regarding confidentiality. The State shall have no obligation to advise a bidder that an individual or entity is attempting to electronically access, or has been referred to, materials which have been made publicly available on the State's web sites.

By submitting a bid or proposal, the bidder agrees that unless it obtains and provides to the State, prior to the date specified in the notice described in the paragraph above, a court order valid and enforceable in the State of New Hampshire, at its sole expense, enjoining the release of the requested information; the State may release the information on the date specified in the notice without any liability to the bidder.

Notwithstanding NH RSA 91-A:4, no information shall be available to the public, or to the members of the general court or its staff concerning specific responses to this bid invitation from the time this bid is published until the closing date for responses.

TERMINATION:

The State of New Hampshire shall have the right to terminate the contract at any time with written notice to the successful Vendor a thirty (30) day written notice.

VENDOR CERTIFICATIONS:

All Vendors shall be duly registered as a vendor authorized to conduct business in the State of New Hampshire.

STATE OF NEW HAMPSHIRE VENDOR APPLICATION: Prior to bid award, Vendors shall have a completed **VENDOR CERTIFICATIONS:**

All Vendors shall be duly registered with the NH Bureau of Purchase and Property as State of New Hampshire vendors. All Vendors that are corporations, limited liability companies, or other limited liability business entities (this excludes sole proprietors and general partnerships) shall be duly registered with the New Hampshire Secretary of State to conduct business in the State of New Hampshire.

- **STATE OF NEW HAMPSHIRE VENDOR APPLICATION:** To be eligible for a contract award, a Vendor must have a completed Vendor Application Package on file with the NH Bureau of Purchase and Property. See the following website for information on obtaining and filing the required forms (no fee): <https://DAS.NH.Gov/Purchasing>
- **NEW HAMPSHIRE SECRETARY OF STATE REGISTRATION:** To be eligible for a contract award, a Vendor that is a corporation, limited liability company, or other limited liability business entity (this excludes sole proprietors and general partnerships) must be registered to conduct business in the State of New Hampshire **AND** in good standing with the NH Secretary of State. Please visit the following website to find out more about the requirements for registration with the NH Secretary of State: <https://sos.nh.gov/corporation-division/>
- **CONFIDENTIALITY & CRIMINAL RECORD:** If Applicable, any employee or approved subcontractor of the Vendor who will be accessing or working with records of the State of New Hampshire shall be required to sign a Confidentiality and Non-Disclosure Agreement and a Release of Criminal Record Authorization Form. These forms shall be returned to the designated State agency prior to commencing any work.

BID PRICES:

Bid prices shall remain firm for one year and may be adjusted on the anniversary date of this contract biannually period and shall be in US dollars and shall include delivery and all other costs required by this bid invitation. Special charges, surcharges (including credit card transaction fees), or fuel charges of any kind (by whatever name) may not be added on at any time. Any and all charges shall be built into your bid price at the time of the bid. Unless otherwise specified, prices shall be F.O.B. DESTINATION, (included in the price bid), which means delivered to a state agency's receiving dock or other designated point as specified in this contract or subsequent purchase orders without additional charge. Shipments shall be made in order to arrive at the destination at a satisfactory time for unloading during receiving hours.

NOTIFICATION AND AWARD OF CONTRACT(S):

Bid results shall not be given by telephone. For Vendors wishing to attend the bid closing, the names of the vendors submitting responses and pricing shall be made public. Other specific response information shall not be given out. Bid results shall be made public after final approval of the contract(s).

Bid results may also be viewed on our website at <https://apps.das.nh.gov/bidscontracts/bids.aspx>.

For Vendors wishing to attend the bid closing: Names of the Vendors submitting responses and pricing shall be made public. In lieu of in person public bid openings the State shall conduct openings via electronic means until further notice.

LIABILITY:

The State shall not be held liable for any costs incurred by Vendors in the preparation of bids or for work performed prior to contract issuance.

PUBLIC DISCLOSURE OF BID OR PROPOSAL SUBMISSIONS:

Generally, the full contents of any bid or proposal (including all materials submitted in connection with it, such as attachments, exhibits, addenda, and vendor presentations) become public information upon completion of final contract or purchase order negotiations with the selected vendor. Certain information concerning bids or proposals, including but not limited to pricing or scoring, is generally available to the public even before this time, in accordance with the provisions of NH RSA 21-G:37.

To the extent consistent with applicable state and federal laws and regulations, as determined by the State, including, but not limited to, NH RSA Chapter 91-A (the "Right-to-Know" Law), the State shall, after final negotiations with the selected vendor are complete, attempt to maintain the confidentiality of portions of a bid or proposal that are clearly and properly marked by a bidder as confidential. Any and all information contained in or connected to a bid or proposal that a bidder considers confidential shall be clearly designated in the following manner:

If the bidder considers any portion of a submission confidential, they shall provide a separate copy of the full and complete document, fully redacting those portions by blacking them out and shall note on the applicable page or pages of the document that the redacted portion or portions are "confidential." Use of any other term or method, such as stating that a document or portion thereof is "proprietary", "not for public use", or "for client's use only", is not acceptable. In addition to providing an additional fully redacted copy of the bid submission to the person listed as the point of contact on Page one (1) of this document, the identified information considered to be confidential must be accompanied by a separate letter stating the rationale for each item designated as confidential. In other words, the letter must specifically state why and under what legal authority each redaction has been made. Submissions which do not conform to these instructions by failing to include a redacted copy (if required), by failing to include a letter specifying the rationale for each redaction, by failing to designate redactions in the manner required by these instructions, or by including redactions which are contrary to these instructions or operative law may be rejected by the State as not conforming to the requirements of the bid or proposal. The State will generally assume that a bid or proposal submitted without an additional redacted copy contains no information which the bidder deems confidential. Bids and proposals which contain no redactions, as well as redacted versions of submissions that have been accepted by the State, may be released to the public, including by means of posting on State web sites.

The State shall have no obligation to maintain the confidentiality of any portion of a bid, proposal or related material, which is not marked in accordance with the foregoing provisions. It is specifically understood and agreed that the bidder waives any claim of confidentiality as to any portion of a response to this RFB or RFP that is not marked as indicated above, and that unmarked (or improperly marked) submissions may be disseminated to any person, without limitation. Marking an entire bid, proposal, attachment or full sections thereof confidential without taking into consideration the public's right to know shall neither be accepted nor honored by the State.

Notwithstanding any provision of this request for submission to the contrary, proposed pricing shall be subject to public disclosure REGARDLESS of whether or not marked as confidential.

If a request is made to the State by any person or entity to view or receive copies of any portion of a proposal and if disclosure is not prohibited under NH RSA 21-G:37 or any other applicable law or regulation, bidders acknowledge and agree that the State may disclose any and all portions of the proposal or related materials

TIMELINE:

The timeline below is provided as a general guideline and is subject to change. Unless stated otherwise, consider the dates below a "no later than" date.

11/17/2022	Bid Solicitation distributed on or by
11/30/2022	Last day for questions, clarifications, and/or requested changes to bid
12/08/2022	11:00 AM (EST) Bid Closing
05/01/2023	Implementation of Contract

TERMS OF SUBMISSION:

All material received in response to this bid shall become the property of the State and shall not be returned to the Vendor. Regardless of the Vendor selected, the State reserves the right to use any information presented in a bid response. The content of each Vendor's bid shall become public information once a contract(s) has been awarded.

A responding bid that has been completed and signed by your representative shall constitute your company's acceptance of all State of New Hampshire terms and conditions and shall legally obligate your company to these terms and conditions.

A signed response further signifies that from the time the bid is published (bid solicitation date and time) until a contract is awarded, no bidder shall offer or give, directly or indirectly, any gift, expense reimbursement, or honorarium, as defined by RSA 15-B, to any elected official, public official, public employee, constitutional official, or family member of any such official or employee who shall select, evaluate, or award the RFB.

Furthermore, a signed response signifies that any terms and/or conditions that may be or have been submitted by the Vendor are specifically null and void and are not a part of this bid invitation or any awarded purchase order, even if said terms and/or conditions contain language to the contrary.

The form P-37 Contract attached hereto shall be part of this bid and the basis for the contract(s). The successful Vendor and the State, following notification, shall promptly execute this contract form, which is to be completed by incorporating the service requirements and price conditions established by the vendor's offer.

CHAPTER ADM 600 PROCUREMENT AND PROPERTY RULES APPLY TO AND ARE MADE A PART HEREOF.

Complete bids shall be filled out on the original documents and format that are a part of this bid invitation. Vendors may submit additional paperwork with pricing, but all pricing shall be on the documents provided with this bid invitation and in the State's format.

CONTRACT TERM:

The term of the contract shall commence on May 1, 2023 or upon approval of the Governor and Executive Council, whichever is later, through April 30, 2026, a period of approximately three (3) years.

The contract may be extended for an additional two (2) one-year extensions thereafter under the same terms, conditions and pricing structure upon the mutual agreement between the successful Vendor and the State with the approval of the Governor and Executive Council. The maximum term of the contract (including extensions) shall not exceed five (5) years.

CONTRACT AWARD:

The award shall be made to the Vendor(s) meeting the criteria established in this RFB and providing the lowest cost by group. The State reserves the right to reject any or all bids or any part thereof and add/delete items/locations to the contract. All award(s) shall be, in the form of a State of New Hampshire Contract(s).

Successful Vendor shall not be allowed to require any other type of order, nor shall the successful Vendor be allowed to require the filling out or signing of any other document by State of New Hampshire personnel.

REQUEST FOR BID FOR MOTOR OILS, LUBRICANTS AND COMPOUNDS FOR
THE STATE OF NEW HAMPSHIRE

Form P37-A

PURPOSE:

The purpose of this bid invitation is to establish a contract for supply and delivery of Motor Oils, Lubricants and Compounds to the State of New Hampshire with product list and requirements indicated in the SCOPE OF WORK and OFFER sections of this bid invitation, in accordance with the requirements of this bid invitation and any resulting contract.

INSTRUCTIONS TO VENDOR:

Read the entire bid invitation prior to filling it out. Complete the pricing information in the "Offer" section (detailed information on how to fill out the pricing information can be found in the "Offer" section); complete the "Vendor Contact Information" section; and finally, fill out, sign, and notarize page one of the bid invitation.

BID SUBMITTAL:

All bids shall be submitted on this form (or an exact copy), shall be typed or clearly printed in ink, and shall be received on or before the date and time specified on page 1 of this bid under "Bid Closing". Interested parties may submit a bid to the State of New Hampshire Bureau of Purchase and Property by email to NH.Purchasing@DAS.NH.Gov. All bids shall be clearly marked with bid number, date due and purchasing agent's name.

IF YOU ARE EXPERIENCING DIFFICULTIES EMAILING YOUR BID OR YOU WISH TO VERIFY THAT YOUR BID RESPONSE HAS BEEN RECEIVED, PLEASE CALL (603) 271-2201.

BID INQUIRIES:

Any questions, clarifications, and/or requested changes shall be submitted by an individual authorized to commit their organization to the Terms and Conditions of this bid and shall be received in writing at the Bureau of Purchase and Property no later than 4:00 PM on the date listed in the timeline below. Questions shall not be submitted to anyone other than the Purchasing Agent or his/her representative. Bidders that submit questions verbally or in writing to any other State entity or State personnel shall be found in violation of this part and may be found non-compliant.

Questions shall be submitted by E-mail to Wayne Goulet at the following address:
Wayne.V.Goulet@DAS.NH.Gov

Submissions shall clearly identify the bid Number, the Vendor's name and address and the name of the person submitting the question.

BID DUE DATE:

All bid submissions shall be received at the Bureau of Purchase and Property no later than the date and time shown on the transmittal letter of this bid. Submissions received after the date and time specified shall be marked as "Late" and shall not be considered in the evaluation process.

All offers shall remain valid for a period of one hundred eighty (180) days from the bid due date. A vendor's disclosure or distribution of bids other than to DAS, Bureau of Purchase and Property may be grounds for disqualification.

ADDENDA:

In the event it becomes necessary to add to or revise any part of this bid prior to the scheduled submittal date, the NH Bureau of Purchase and Property shall post on our web site any Addenda. Before your submission and periodically prior to the RFB closing, Vendors are required to check the site for any addenda or other materials that may have been issued affecting the bid. The web site address is:

<https://apps.das.nh.gov/bidscontracts/bids.aspx>

STATE OF NEW HAMPSHIRE BID TRANSMITTAL LETTER

Date: 11-28-22

Company Name: Dannison Lubricants
Address: 111 Rhode Island Rd
Lakeville MA 02347

To: Point of Contact: Wayne Goulet
Telephone: (603)-271-2009
Email: NH.Purchasing@dos.nh.gov

RE: Bid Invitation Name: Motor Oils, Lubricants and Compounds
Bid Number: 2643-23
Bid Posted Date (on or by): November 17, 2022
Bid Closing Date and Time: December 8, 2022 @ 11:00 AM (EST)
Dear Mr. Goulet:

[Insert name of signor] Brian Dannison on behalf of Dannison Lubricants [insert name of entity submitting bid (collectively referred to as "Vendor") hereby submits an offer as contained in the written bid submitted herewith ("Bid") to the State of New Hampshire in response to BID # 2643-23 for Motor Oils, Lubricants and Compounds at the price(s) quoted herein in complete accordance with the bid.

Vendor attests to the fact that:

1. The Vendor has reviewed and agreed to be bound by the Bid.
2. The Vendor has not altered any of the language or other provisions contained in the Bid document.
3. The Bid is effective for a period of 180 days from the Bid Closing date as indicated above.
4. The prices Vendor has quoted in the Bid were established without collusion with other vendors.
5. The Vendor has read and fully understands this Bid.
6. Further, in accordance with RSA 21:111-c, the undersigned Vendor certifies that neither the Vendor nor any of its subsidiaries, affiliates or principal officers (principal officers refers to individuals with management responsibility for the entity or association):
 - a. Has, within the past 2 years, been convicted of, or pleaded guilty to, a violation of RSA 356:2, RSA 356:4, or any state or federal law or county or municipal ordinance prohibiting specified bidding practices, or involving antitrust violations, which has not been annulled;
 - b. Has been prohibited, either permanently or temporarily, from participating in any public works project pursuant to RSA 638:20;
 - c. Has previously provided false, deceptive, or fraudulent information on a vendor code number application form, or any other document submitted to the state of New Hampshire, which information was not corrected as of the time of the filing a bid, proposal, or quotation;
 - d. Is currently debarred from performing work on any project of the federal government or the government of any state;
 - e. Has, within the past 2 years, failed to cure a default on any contract with the federal government or the government of any state;
 - f. Is presently subject to any order of the department of labor, the department of employment security, or any other state department, agency, board, or commission, finding that the applicant is not in compliance with the requirements of the laws or rules that the department, agency, board, or commission is charged with implementing;
 - g. Is presently subject to any sanction or penalty issued by the department of labor, the department of employment security, or any other state department, agency, board, or commission, which sanction or penalty has not been fully discharged or fulfilled;
 - h. Is currently serving a sentence or is subject to a continuing or unfulfilled penalty for any crime or violation noted in this section;
 - i. Has failed or neglected to advise the division of any conviction, plea of guilty, or finding relative to any crime or violation noted in this section, or of any debarment, within 30 days of such conviction, plea, finding, or debarment; or
 - j. Has been placed on the debarred parties list described in RSA 21:111-c within the past year.

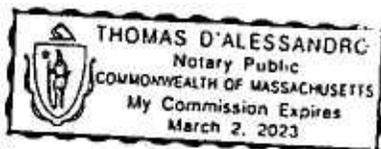
Authorized Signor's Signature [Signature] Authorized Signor's Title Vice President

NOTARY PUBLIC/JUSTICE OF THE PEACE

COUNTY: Rockingham STATE: MA ZIP: _____

On the 5 day of December, 2022, personally appeared before me, the above named Brian Dannison in his/her capacity as authorized representative of Dannison Lub, known to me or satisfactorily proven, and took oath that the foregoing is true and accurate to the best of his/her knowledge and belief.

In witness thereof, I hereunto set my hand and official seal.
[Signature]
(Notary Public/Justice of the Peace)



My commission expires: 3/2/2023 (Date)

Contractor Initials B.D.
Date 11-28-22

CERTIFICATE OF AUTHORITY
(For Corporations Only)

4/7/23
(Current Date)

At a meeting of the Directors of the Dennison Lubricants
(Name of Corporation)
duly called and held at 111 Rhode Island Rd Lakeville MA 02347
(Location of Meeting)
on the 7th day of April 2023 at which a quorum was present and acting,
it was VOTED, that Brian Dennison
(Name)
the Vice President of this corporation is hereby
(Position)
authorized and empowered to make, enter into, sign, seal and deliver in behalf of this corporation
a contract for Bid 2643 Motor Oils, Lubricants, Compounds RFB 2643-23
(Describe Service)

with the State of New Hampshire.

I do hereby certify that the above is a true and correct copy of the record that said vote
has not been amended or repealed and is in full force and effect as of this date, and that

Brian Dennison
(Name)
is the duly elected Vice President of this
(Position)
corporation.

Attest:

(Affix Corporate Seal Here)

Brian A. Dennison
(Clerk) (Secretary) of the Corporation

State of New Hampshire

Department of State

CERTIFICATE

I, David M. Scanlan, Secretary of State of the State of New Hampshire, do hereby certify that DENNISON LUBRICANTS, INC. is a Massachusetts Profit Corporation registered to transact business in New Hampshire on January 25, 2011. I further certify that all fees and documents required by the Secretary of State's office have been received and is in good standing as far as this office is concerned.

Business ID: 642282

Certificate Number: 0006201877



IN TESTIMONY WHEREOF,

I hereto set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 10th day of April A.D. 2023.

A handwritten signature in black ink, appearing to read "David M. Scanlan".

David M. Scanlan
Secretary of State

EXHIBIT E

Contractor's Bid Response is incorporated here within.

Contractor Initials BD
Date 4-11-23

GROUP 12		SPECIFICATION Diesel Exhaust Fluid (DEF) per specifications standard ISO 22241		
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG
Diesel Exhaust Fluid (DEF)	2.5 GAL Container	OZ00250	OILZUM DEF	\$8.75

CONTRACTOR'S BALANCE OF PRODUCT LINE ITEMS:

The items herein include the items most commonly purchased by State. During the term of this Contract, the State may purchase other items in relation to Motor Oils, Lubricants and Compounds from the Contractor's Balance of Product Line. All items ordered shall include all shipping/charges as specified above in "1. Contract Price".

3. MINIMUM ORDERS

There will be no minimum order whether in item quantity or dollar value associated with this Contract.

4. INVOICE

All invoices must list Contract Number, Purchase Order Number, Unit and Extension Prices and discounts allowed. A separate invoice shall be submitted for each order. Unless otherwise noted in this contract or purchase order, payment will not be due until thirty (30) days after all services have been completed, or all items have been delivered, inspected and accepted by the State or the invoice has been received at the agency business office, whichever is later.

The invoice shall be sent to the address of the ordering agency.

5. PAYMENT

Payments may be made via ACH or P-Card. Use the following link to enroll with the State Treasury for ACH payments: <https://www.nh.gov/treasury>

EXHIBIT D

RFB 2643-23 is incorporated here within.

15W40	55/GAL DRUM	331307-982	IDO Premium + 15w40 CK-4, 205L	\$722.40	\$13.13	\$3.28
15W40	5 gallon case	331307-432	IDO Premium + 15w40 CK-4, 4x5L	\$73.14	\$18.29	\$4.57
15W40	12/1 QT / CASE	331307-353	IDO Premium + 15w40 CK-4, 12 1qt	\$51.37	\$17.12	\$4.28

SPECIFICATION: MOTOR OIL 15W20/5W30/10W30 API SERVICE CLASSIFICATION: ILSAC GF-5 FORD WSS M2C946A WSS M2C945A GM 6094M FORD/GMC/CHRYSLER GASOLINE ENGINE WARRANTY REQUIREMENTS						
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG	PRICE/GALLON	PRICE/QUART
10W30	4 OR 6 /1 GAL CASE	330213-006	Gulf Pride AFE SB	\$75.00	\$12.50	\$3.13
5W30	12/1 QT	330133-353	Gulf Pride AFE SB	\$42.80	\$14.27	\$3.57
5W30	55 GAL	330133-982	Gulf Pride AFE SB	\$573.53	\$10.43	\$2.61
5W20	12/1 QT	330132-353	Gulf Pride AFE SB	\$42.80	\$14.27	\$3.57

SPECIFICATION: TRACTOR HYDRAULIC FLUID GATERPILLAR TO-4 JOHN DEERE J-20 CASE NEW HOLLAND MAT 3525 MIN. POUR POINT MINUS 40 DEGREE F MIN. VISCOSITY INDEX 140						
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG	PRICE/GALLON	PRICE/QUART
	55 GAL DRUM	331953-982	Gulf Transcrest Tractor Hydraulic	\$627.06	\$11.40	\$2.85
	5 GAL PAIL	331953-448	Gulf Transcrest Tractor Hydraulic	\$59.06	\$11.81	\$2.95

SPECIFICATION: AUTOMOTIVE GREASE NLGI-2 EXTREME PRESSURE LITHIUM THICKENER WITH RUST AND OXIDATION INHIBITORS NLGI-2 MACC/MCC MIN. TIMKEN OK LOAD 60 MIN. DROP POINT 500						
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG	PRICE/POUND	PRICE/TUBE
NLGI-2	50/14 OZ TUBE	344012-600	Gulf Super Duty EP2	\$118.841		\$3.96
	120 LB KEG	344012-873	Gulf Super Duty EP3	\$441.56	\$3.68	

SPECIFICATION: SYNTHETIC GEAR OIL GL-5 SPICER EATON PS-163 PS-109 GO-1 GO-1 PLUS ROCKWELL CO. 76E 0-76B						
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG	PRICE/POUND	
80W140	120 LB DRUM	337202-873	HDH 85W140	\$469.86		\$3.92
80W140	5 GAL PAIL	337202-448	HDH 85W140	\$132.66		\$3.79
75W90	35 LB PAIL	337201-448	HDH 75W90	\$115.86		\$3.31
75W90	120 LB DRUM	337201-873	HDH 75W90	\$416.10		\$3.47

Contractor Initials B.P
Date 4-11-25

**EXHIBIT C
METHOD OF PAYMENT**

1. CONTRACT PRICE

The Contractor shall provide the items specified in Exhibit B in the amount not to exceed the Price Limitation of \$1,116,116.79; this figure shall not be considered a guaranteed or minimum figure; however it shall be considered a maximum figure from the effective date through the expiration date as indicated in Form P-37 Block 1.7.

Line Item prices identified in this Agreement shall remain firm for one year and may be adjusted on the anniversary date of this contract biannually period and shall be in US dollars and shall include delivery and all other costs. Special charges, surcharges (including credit card transaction fees), or fuel charges of any kind (by whatever name) may not be added on at any time. Unless otherwise specified in purchase orders, contractor shall delivery all goods/products F.O.B. DESTINATION, which means delivered to a State agency's receiving facility or other designated point as specified in this Contract or subsequent purchase orders without additional charge. No charge for packing, shipping, or for any other purpose will be allowed over and above the price specified in this Agreement. Shipments shall be made in order to arrive at the destination at a satisfactory time for unloading during receiving hours.

Line Price decreases shall become effective immediately as they become available to the Contractor.

PRICE ADJUSTMENTS

Requests to adjust pricing will be accepted on a semi-annual basis beginning October 1, 2023. Increases shall be based solely on manufacturer's pricing and must be no greater than the percentage of the manufacturer's increase to the Contractor. The Contractor shall submit requests for price adjustment to the New Hampshire Bureau of Purchase and Property a minimum of twenty (20) calendar days prior to the proposed increase. The requests must include a separate letter from the manufacturer which identifies the amount (%) of the increase to the Contractor.

The Contractor must automatically pass on any manufacturer's price reduction as applicable during the contract term; with notification to the Purchasing Agent.

2. PRICING STRUCTURE:

GROUP	SPECIFICATION DIESEL OIL API SERVICE CLASSIFICATION CK-4/MAKCK EO-O GUMMINS 2008 CATERPILLAR REFS DETROIT 93K218 VOLVO VDS-4/4MIN IBN 10(ASTM D2896) MAX MVV PUMPABILITY 61.25 C ASTM D434 16:1000					
PRODUCT	PACKAGING	PRODUCT CODE	PRODUCT NAME/DESCRIPTION	PRICE/PKG	PRICE/GALLON	PRICE/QUART
10W30	55/GAL DRUM	331310-982	IDO Premium + 10w30 CK-4, 205L	\$722.40	\$13.13	\$3.28
10W30	5 gallon case	331310-432	IDO Premium + 10w30 CK-4, 4x5L	\$73.14	\$18.29	\$4.57
10W30	5/GAL PAIL	331310-448	IDO Premium + 10w30 CK-4, 18.9L	\$67.73	\$13.55	\$3.28

10. DELIVERY

Contractor is responsible for Good(s) delivery until the goods are delivered and accepted by the State. Contractor shall securely and properly pack all shipments in accordance with accepted commercial practices. Delivered goods that do not conform to the specifications or are not in good conditions upon receipt shall be replaced promptly by the Contractor.

The Contractor shall delivery of any Good(s) ordered under this Contract within five (5) business days from the placement of the order, or as otherwise may be specified in a purchase order issued by the State.

The use of a private carrier to make delivery **does not** relieve the Contractor from the responsibility of meeting the delivery requirement.

11. OBLIGATIONS AND LIABILITY OF THE CONTRACTOR

The Contractor shall provide all products strictly pursuant to, and in conformity with this contract which resulted from RFB 2643-23.

It is the responsibility of the Contractor to maintain this State Contract and New Hampshire Vendor Registration with up to date contact information.

Additionally, all updates i.e., telephone numbers, contact names, email addresses, W9, tax identification numbers are required to be current through a formal electronic submission to the Bureau of Purchase and Property at

[https://das.nh.gov/purchasing/vendorregistration/\(S\(a0fzcv55qhaeas45jpya5i45\)\)/welcome.aspx](https://das.nh.gov/purchasing/vendorregistration/(S(a0fzcv55qhaeas45jpya5i45))/welcome.aspx)

The Contractor shall agree to hold the State of NH harmless from liability arising out of injuries or damage caused while performing this work. The Contractor shall agree that any damage to building(s), materials, equipment or other property during the performance of the service shall be repaired at its own expense, to the State's satisfaction.

12. DEBARMENT, SUSPENSION, INELIGIBILITY AND VOLUNTARY EXCLUSION LOWER TIER COVERED TRANSACTIONS

The Contractor certifies, by signature of this contract, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal Department or Agency.

13. CONFIDENTIALITY & CRIMINAL RECORD

If requested by the using agency, the Contractor and its employees, and Sub-Contractors (if any), shall be required to sign and submit a Confidential Nature of Department Records Form and a Criminal Authorization Records Form. These forms shall be submitted to the individual using agency.

refunded/credited for the full purchase price. Unauthorized substitutions for any products are not allowed.

Standard stock products ordered in error by the State shall be returned for full credit within fifteen (15) business days of receipt. Products shall be in re-saleable condition (original container, unused) and there shall be no restocking fee charged for these products. The using agency shall be responsible for any freight charges to return these items to the Contractor.

4. ABILITY TO PROVIDE

Contractor shall provide the State agencies and eligible participants with their entire requested amount of the items required in this Contract without any delay or substitution.

5. WARRANTY REQUIREMENTS

The Contractor shall provide warranties on all equipment/items provided by the Contractor for a period of not less than one (1) year or the manufacturer's standard warranty period, whichever is greater, commencing on the date that the equipment is received, inspected, and accepted by the State of New Hampshire. The warranty shall cover 100% of repair or replacement costs, including all parts, shipping, labor, travel, lodging, and expenses.

6. ORDERING PROCEDURE

State agencies shall place their orders by electronic order entry, by e-mail, by FAX, or they may establish a standard delivery order. Eligible participants shall utilize their own individually established ordering procedures.

7. USAGE REPORTING

The Contractor shall submit a quarterly and annual usage report for analysis for each state agency. Reports are due no later than 30 days after each end of each calendar quarter Bureau of Procurement Services, Wayne Goulet and sent electronic to Wayne.V.Goulet@DAS.NH.Gov. At a minimum, the Report shall include:

- Contract Number
- Utilizing Agency
- Products Purchased (showing the manufacturer, item, part number, and the final cost.)
- Recycling documentation with respect to content used in the manufacture, development and distribution process of goods and services sold. This report shall include but not be limited to:
 - Percentage of recycled materials contained within finished products
 - Percentage of waste recycled throughout the manufacturing process
 - Types and volume of packaging used for transport
 - Any associated material avoided and/or recycled as applicable under contract
 - A standardized reporting form will be provided after contract award
- Total Cost of all Products Purchased. Ability to sort by agency.
- Preferred in Excel format

8. ACCOUNT COMMUNICATION & ESCALATION

All communication regarding account details including but not limited to, shipping and receiving, invoice reconciliation, product availability, etc. shall be handled directly with the State agency contact assigned. If for any reason a resolution cannot be met at an agency level the Contractor agrees to escalate the concern to the Bureau of Purchase and Property prior to imposing any restriction or hold on the account in question.

9. RETURNED GOODS

The Contractor shall resolve all order and invoice discrepancies within five (5) business days from notification. Products returned due to quality issues, duplicate shipments, over-shipments, etc. shall be picked up by the Contractor within ten (10) business days of notification with no restocking or freight charges, and shall be replaced with specified products or the agency shall be

**EXHIBIT B
SCOPE OF WORK**

1. EFFECTIVE DATE

The Contract term shall commence on May 1, 2023, or upon approval of the Governor and Executive Council, whichever is later (the "Effective Date") and through April 30, 2026, a period of approximately three (3) years.

The contract may be extended for an additional two (2) one-year extensions thereafter under the same terms, conditions and pricing structure upon the mutual agreement between the Contractor and the State with the approval of the Governor and Executive Council. The maximum term of the contract (including extensions) shall not exceed five (5) years.

2. CONTRACT DOCUMENTS

This Contract consists of the following documents ("Contract Documents"):

- a. State of New Hampshire Terms and Conditions, General Provisions Form P-37
- b. EXHIBIT A Special Provisions
- c. EXHIBIT B Scope of Work
- d. EXHIBIT C Method of Payment
- e. EXHIBIT D RFB 2643-23
- f. EXHIBIT E Contractor's Bid Response

In the event of any conflict among the terms or provisions of the documents listed above, the following order of priority shall indicate which documents control: (1) EXHIBIT A "Special Provisions," (2) Form Number P-37, (3) EXHIBIT B "Scope of Work," (4) EXHIBIT C "Method of Payment," (5) EXHIBIT D "RFB 2643-23," and (6) EXHIBIT E "Contractor's Bid Response."

3. SCOPE OF WORK

Contractor shall provide:

All labor, tools, transportation, materials, equipment and permits as necessary and required to perform services as described herein.

Unless otherwise specified herein

OIL ANALYSIS PROGRAM:

The Contractor shall provide the offered manufacturer's oil analysis program for testing and analysis of oil and engine performance, at no charge, to the requesting agency.

Scope of program to include, at a minimum:

- Contractor to provide all sample containers, shipping boxes and labels at no charge.
- Performance Analysis reports shall be available to the agency, online, within 10 days of submittal.
- Product failure Analysis reports shall be available to the agency, online, within 30 days of submittal.
- There shall be no limit to the number of units enrolled in the program.
- The Oil analysis program shall apply to all products offered in groups 1, 2, and 11.
- The participating state agency shall pay shipping of the samples to the oil analysis location.

EXHIBIT A
SPECIAL PROVISIONS

There are no special provisions of this contract.

this paragraph 13. Notwithstanding the foregoing, nothing herein contained shall be deemed to constitute a waiver of the sovereign immunity of the State, which immunity is hereby reserved to the State. This covenant in paragraph 13 shall survive the termination of this Agreement.

14. INSURANCE.

14.1 The Contractor shall, at its sole expense, obtain and continuously maintain in force, and shall require any subcontractor or assignee to obtain and maintain in force, the following insurance:

14.1.1 commercial general liability insurance against all claims of bodily injury, death or property damage, in amounts of not less than \$1,000,000 per occurrence and \$2,000,000 aggregate or excess; and

14.1.2 special cause of loss coverage form covering all property subject to subparagraph 10.2 herein, in an amount not less than 80% of the whole replacement value of the property.

14.2 The policies described in subparagraph 14.1 herein shall be on policy forms and endorsements approved for use in the State of New Hampshire by the N.H. Department of Insurance, and issued by insurers licensed in the State of New Hampshire.

14.3 The Contractor shall furnish to the Contracting Officer identified in block 1.9, or his or her successor, a certificate(s) of insurance for all insurance required under this Agreement. Contractor shall also furnish to the Contracting Officer identified in block 1.9, or his or her successor, certificate(s) of insurance for all renewal(s) of insurance required under this Agreement no later than ten (10) days prior to the expiration date of each insurance policy. The certificate(s) of insurance and any renewals thereof shall be attached and are incorporated herein by reference.

15. WORKERS' COMPENSATION.

15.1 By signing this agreement, the Contractor agrees, certifies and warrants that the Contractor is in compliance with or exempt from, the requirements of N.H. RSA chapter 281-A ("*Workers' Compensation*").

15.2 To the extent the Contractor is subject to the requirements of N.H. RSA chapter 281-A, Contractor shall maintain, and require any subcontractor or assignee to secure and maintain, payment of Workers' Compensation in connection with activities which the person proposes to undertake pursuant to this Agreement. The Contractor shall furnish the Contracting Officer identified in block 1.9, or his or her successor, proof of Workers' Compensation in the manner described in N.H. RSA chapter 281-A and any applicable renewal(s) thereof, which shall be attached and are incorporated herein by reference. The State shall not be responsible for payment of any Workers' Compensation premiums or for any other claim or benefit for Contractor, or any subcontractor or employee of Contractor, which might arise under applicable State of New Hampshire Workers' Compensation laws in connection with the performance of the Services under this Agreement.

16. **NOTICE.** Any notice by a party hereto to the other party shall be deemed to have been duly delivered or given at the time of mailing by certified mail, postage prepaid, in a United States Post Office addressed to the parties at the addresses given in blocks 1.2 and 1.4, herein.

17. **AMENDMENT.** This Agreement may be amended, waived or discharged only by an instrument in writing signed by the parties hereto and only after approval of such amendment, waiver or discharge by the Governor and Executive Council of the State of New Hampshire unless no such approval is required under the circumstances pursuant to State law, rule or policy.

18. **CHOICE OF LAW AND FORUM.** This Agreement shall be governed, interpreted and construed in accordance with the laws of the State of New Hampshire, and is binding upon and inures to the benefit of the parties and their respective successors and assigns. The wording used in this Agreement is the wording chosen by the parties to express their mutual intent, and no rule of construction shall be applied against or in favor of any party. Any actions arising out of this Agreement shall be brought and maintained in New Hampshire Superior Court which shall have exclusive jurisdiction thereof.

19. **CONFLICTING TERMS.** In the event of a conflict between the terms of this P-37 form (as modified in EXHIBIT A) and/or attachments and amendment thereof, the terms of the P-37 (as modified in EXHIBIT A) shall control.

20. **THIRD PARTIES.** The parties hereto do not intend to benefit any third parties and this Agreement shall not be construed to confer any such benefit.

21. **HEADINGS.** The headings throughout the Agreement are for reference purposes only, and the words contained therein shall in no way be held to explain, modify, amplify or aid in the interpretation, construction or meaning of the provisions of this Agreement.

22. **SPECIAL PROVISIONS.** Additional or modifying provisions set forth in the attached EXHIBIT A are incorporated herein by reference.

23. **SEVERABILITY.** In the event any of the provisions of this Agreement are held by a court of competent jurisdiction to be contrary to any state or federal law, the remaining provisions of this Agreement will remain in full force and effect.

24. **ENTIRE AGREEMENT.** This Agreement, which may be executed in a number of counterparts, each of which shall be deemed an original, constitutes the entire agreement and understanding between the parties, and supersedes all prior agreements and understandings with respect to the subject matter hereof.

8. EVENT OF DEFAULT/REMEDIES.

8.1 Any one or more of the following acts or omissions of the Contractor shall constitute an event of default hereunder ("Event of Default"):

8.1.1 failure to perform the Services satisfactorily or on schedule;

8.1.2 failure to submit any report required hereunder; and/or

8.1.3 failure to perform any other covenant, term or condition of this Agreement.

8.2 Upon the occurrence of any Event of Default, the State may take any one, or more, or all, of the following actions:

8.2.1 give the Contractor a written notice specifying the Event of Default and requiring it to be remedied within, in the absence of a greater or lesser specification of time, thirty (30) days from the date of the notice; and if the Event of Default is not timely cured, terminate this Agreement, effective two (2) days after giving the Contractor notice of termination;

8.2.2 give the Contractor a written notice specifying the Event of Default and suspending all payments to be made under this Agreement and ordering that the portion of the contract price which would otherwise accrue to the Contractor during the period from the date of such notice until such time as the State determines that the Contractor has cured the Event of Default shall never be paid to the Contractor;

8.2.3 give the Contractor a written notice specifying the Event of Default and set off against any other obligations the State may owe to the Contractor any damages the State suffers by reason of any Event of Default; and/or

8.2.4 give the Contractor a written notice specifying the Event of Default, treat the Agreement as breached, terminate the Agreement and pursue any of its remedies at law or in equity, or both.

8.3. No failure by the State to enforce any provisions hereof after any Event of Default shall be deemed a waiver of its rights with regard to that Event of Default, or any subsequent Event of Default. No express failure to enforce any Event of Default shall be deemed a waiver of the right of the State to enforce each and all of the provisions hereof upon any further or other Event of Default on the part of the Contractor.

9. TERMINATION.

9.1 Notwithstanding paragraph 8, the State may, at its sole discretion, terminate the Agreement for any reason, in whole or in part, by thirty (30) days written notice to the Contractor that the State is exercising its option to terminate the Agreement.

9.2 In the event of an early termination of this Agreement for any reason other than the completion of the Services, the Contractor shall, at the State's discretion, deliver to the Contracting Officer, not later than fifteen (15) days after the date of termination, a report ("Termination Report") describing in detail all Services performed, and the contract price earned, to and including the date of termination. The form, subject matter, content, and number of copies of the Termination Report shall be identical to those of any Final Report described in the attached EXHIBIT B. In addition, at the State's discretion, the Contractor shall, within 15 days of notice of early termination, develop and submit to the State a Transition Plan for services under the Agreement.

10. DATA/ACCESS/CONFIDENTIALITY/PRESERVATION.

10.1 As used in this Agreement, the word "data" shall mean all information and things developed or obtained during the performance of, or acquired or developed by reason of, this Agreement, including, but not limited to, all studies, reports, files, formulae, surveys, maps, charts, sound recordings, video recordings, pictorial reproductions, drawings, analyses, graphic representations, computer programs, computer printouts, notes, letters, memoranda, papers, and documents, all whether finished or unfinished.

10.2 All data and any property which has been received from the State or purchased with funds provided for that purpose under this Agreement, shall be the property of the State, and shall be returned to the State upon demand or upon termination of this Agreement for any reason.

10.3 Confidentiality of data shall be governed by N.H. RSA chapter 91-A or other existing law. Disclosure of data requires prior written approval of the State.

11. **CONTRACTOR'S RELATION TO THE STATE.** In the performance of this Agreement the Contractor is in all respects an independent contractor, and is neither an agent nor an employee of the State. Neither the Contractor nor any of its officers, employees, agents or members shall have authority to bind the State or receive any benefits, workers' compensation or other emoluments provided by the State to its employees.

12. ASSIGNMENT/DELEGATION/SUBCONTRACTS.

12.1 The Contractor shall not assign, or otherwise transfer any interest in this Agreement without the prior written notice, which shall be provided to the State at least fifteen (15) days prior to the assignment, and a written consent of the State. For purposes of this paragraph, a Change of Control shall constitute assignment. "Change of Control" means (a) merger, consolidation, or a transaction or series of related transactions in which a third party, together with its affiliates, becomes the direct or indirect owner of fifty percent (50%) or more of the voting shares or similar equity interests, or combined voting power of the Contractor, or (b) the sale of all or substantially all of the assets of the Contractor.

12.2 None of the Services shall be subcontracted by the Contractor without prior written notice and consent of the State. The State is entitled to copies of all subcontracts and assignment agreements and shall not be bound by any provisions contained in a subcontract or an assignment agreement to which it is not a party.

13. **INDEMNIFICATION.** Unless otherwise exempted by law, the Contractor shall indemnify and hold harmless the State, its officers and employees, from and against any and all claims, liabilities and costs for any personal injury or property damages, patent or copyright infringement, or other claims asserted against the State, its officers or employees, which arise out of (or which may be claimed to arise out of) the acts or omission of the Contractor, or subcontractors, including but not limited to the negligence, reckless or intentional conduct. The State shall not be liable for any costs incurred by the Contractor arising under

2. SERVICES TO BE PERFORMED. The State of New Hampshire, acting through the agency identified in block 1.1 ("State"), engages contractor identified in block 1.3 ("Contractor") to perform, and the Contractor shall perform, the work or sale of goods, or both, identified and more particularly described in the attached EXHIBIT B which is incorporated herein by reference ("Services").

3. EFFECTIVE DATE/COMPLETION OF SERVICES.

3.1 Notwithstanding any provision of this Agreement to the contrary, and subject to the approval of the Governor and Executive Council of the State of New Hampshire, if applicable, this Agreement, and all obligations of the parties hereunder, shall become effective on the date the Governor and Executive Council approve this Agreement as indicated in block 1.17, unless no such approval is required, in which case the Agreement shall become effective on the date the Agreement is signed by the State Agency as shown in block 1.13 ("Effective Date").

3.2 If the Contractor commences the Services prior to the Effective Date, all Services performed by the Contractor prior to the Effective Date shall be performed at the sole risk of the Contractor, and in the event that this Agreement does not become effective, the State shall have no liability to the Contractor, including without limitation, any obligation to pay the Contractor for any costs incurred or Services performed. Contractor must complete all Services by the Completion Date specified in block 1.7.

4. CONDITIONAL NATURE OF AGREEMENT.

Notwithstanding any provision of this Agreement to the contrary, all obligations of the State hereunder, including, without limitation, the continuance of payments hereunder, are contingent upon the availability and continued appropriation of funds affected by any state or federal legislative or executive action that reduces, eliminates or otherwise modifies the appropriation or availability of funding for this Agreement and the Scope for Services provided in EXHIBIT B, in whole or in part. In no event shall the State be liable for any payments hereunder in excess of such available appropriated funds. In the event of a reduction or termination of appropriated funds, the State shall have the right to withhold payment until such funds become available, if ever, and shall have the right to reduce or terminate the Services under this Agreement immediately upon giving the Contractor notice of such reduction or termination. The State shall not be required to transfer funds from any other account or source to the Account identified in block 1.6 in the event funds in that Account are reduced or unavailable.

5. CONTRACT PRICE/PRICE LIMITATION/ PAYMENT.

5.1 The contract price, method of payment, and terms of payment are identified and more particularly described in EXHIBIT C which is incorporated herein by reference.

5.2 The payment by the State of the contract price shall be the only and the complete reimbursement to the Contractor for all expenses, of whatever nature incurred by the Contractor in the performance hereof, and shall be the only and the complete

compensation to the Contractor for the Services. The State shall have no liability to the Contractor other than the contract price.

5.3 The State reserves the right to offset from any amounts otherwise payable to the Contractor under this Agreement those liquidated amounts required or permitted by N.H. RSA 80:7 through RSA 80:7-c or any other provision of law.

5.4 Notwithstanding any provision in this Agreement to the contrary, and notwithstanding unexpected circumstances, in no event shall the total of all payments authorized, or actually made hereunder, exceed the Price Limitation set forth in block 1.8.

6. COMPLIANCE BY CONTRACTOR WITH LAWS AND REGULATIONS/ EQUAL EMPLOYMENT OPPORTUNITY.

6.1 In connection with the performance of the Services, the Contractor shall comply with all applicable statutes, laws, regulations, and orders of federal, state, county or municipal authorities which impose any obligation or duty upon the Contractor, including, but not limited to, civil rights and equal employment opportunity laws. In addition, if this Agreement is funded in any part by monies of the United States, the Contractor shall comply with all federal executive orders, rules, regulations and statutes, and with any rules, regulations and guidelines as the State or the United States issue to implement these regulations. The Contractor shall also comply with all applicable intellectual property laws.

6.2 During the term of this Agreement, the Contractor shall not discriminate against employees or applicants for employment because of race, color, religion, creed, age, sex, handicap, sexual orientation, or national origin and will take affirmative action to prevent such discrimination.

6.3 The Contractor agrees to permit the State or United States access to any of the Contractor's books, records and accounts for the purpose of ascertaining compliance with all rules, regulations and orders, and the covenants, terms and conditions of this Agreement.

7. PERSONNEL.

7.1 The Contractor shall at its own expense provide all personnel necessary to perform the Services. The Contractor warrants that all personnel engaged in the Services shall be qualified to perform the Services, and shall be properly licensed and otherwise authorized to do so under all applicable laws.

7.2 Unless otherwise authorized in writing, during the term of this Agreement, and for a period of six (6) months after the Completion Date in block 1.7, the Contractor shall not hire, and shall not permit any subcontractor or other person, firm or corporation with whom it is engaged in a combined effort to perform the Services to hire, any person who is a State employee or official, who is materially involved in the procurement, administration or performance of this Agreement. This provision shall survive termination of this Agreement.

7.3 The Contracting Officer specified in block 1.9, or his or her successor, shall be the State's representative. In the event of any dispute concerning the interpretation of this Agreement, the Contracting Officer's decision shall be final for the State.

Contractor Initials BSD
Date 4-11-25

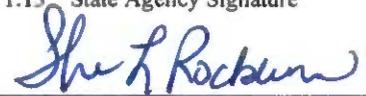
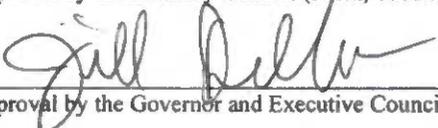
Notice: This agreement and all of its attachments shall become public upon submission to Governor and Executive Council for approval. Any information that is private, confidential or proprietary must be clearly identified to the agency and agreed to in writing prior to signing the contract.

AGREEMENT

The State of New Hampshire and the Contractor hereby mutually agree as follows:

GENERAL PROVISIONS

1. IDENTIFICATION.

1.1 State Agency Name Department of Administrative Services Bureau of Purchase and Property		1.2 State Agency Address 25 Capitol Street, Room 102 Concord, NH 03301	
1.3 Contractor Name Dennison Lubricants, Inc.		1.4 Contractor Address 111 Rhode Island Road Lakeville, MA 02347	
1.5 Contractor Phone Number 508-946-0500	1.6 Account Number Various	1.7 Completion Date April 30, 2026	1.8 Price Limitation \$1,116,116.79
1.9 Contracting Officer for State Agency Gary Lunetta		1.10 State Agency Telephone Number 603-271-3606	
1.11 Contractor Signature  Date: 4-11-23		1.12 Name and Title of Contractor Signatory Brian Dennison Vice President	
1.13 State Agency Signature  Date: 4/24/23		1.14 Name and Title of State Agency Signatory Charles M. Arlinghaus, Commissioner	
1.15 Approval by the N.H. Department of Administration, Division of Personnel (if applicable) By: _____ Director, On: _____			
1.16 Approval by the Attorney General (Form, Substance and Execution) (if applicable) By:  On: 4/21/23			
1.17 Approval by the Governor and Executive Council (if applicable) G&C Item number: _____ G&C Meeting Date: _____			

Contractor Initials B.D.
Date 4-11-23

RFB 2643-23 Quick Reference:		
	Dennison	Safety-Kleen
Group 1	\$148,341.00	
Group 2		\$17,377.52
Group 3	\$67,442.65	
Group 4		\$1,373.33
Group 5		\$645.46
Group 6		\$62,578.29
Group 7		\$17,000.00
Group 8	\$20,106.00	
Group 9		\$4,181.34
Group 10	\$59,862.06	
Group 11	\$6,071.08	
Group 12	\$52,500.00	
Totals:	\$354,322.79	\$103,155.94