

**Date: 3/26/2024**

To Whom It May Concern:

**SUBJECT: SEALED BID NO. 24-00082-AVZH – SL-V CAR, BAKE SYSTEM BRAKE PAD SET.**

Southeastern Pennsylvania Transportation Authority ("SEPTA") will accept competitive sealed bids through its eProcurement website to supply and deliver F.O.B. Spring Primary (hereinafter called "the Material") as outlined in the specifications and contract documents for such material until **March 26, 2024** at which time the bids will be made public and read aloud.

Please be advised that with a commitment to do our part to help prevent the spread of the Coronavirus (COVID-19), effective Tuesday, March 17, 2020, and continuing until further notice, access to all SEPTA Office Buildings including our headquarters at 1234 Market Street will be restricted. Guests, other employees, consultants, or contractors will not be permitted to access the floors occupied by SEPTA Departments. Therefore, the bid opening will take place via teleconference.

A bid opening will be held at the time listed above via Webex. The link is:

<https://meet311.webex.com/join?MTID=m8e09f1e9cf45872eafba00a93aed3988>

(this where you input the link to Webex meeting, it should be on the meeting info) the meeting number (access code) [2630 220 9947](#) (this is where you enter the meeting dial number, this should be in the meeting info) and meeting password is [3Wi8d2VsBU9](#) (this is where you enter the meeting password, this should be in the meeting info). Ways to access the meeting are as follows.

Join by phone

Tap to call in from a mobile device (attendees only)

[+1-408-418-9388](tel:+14084189388) United States Toll

[Global call-in numbers](#)

Join from a video system or application:

[Dial 26302209947@meet311.webex.com](tel:26302209947)

You can also dial [173.243.2.68](#) and enter your meeting number.

The meeting password for video system: [39483287](#)

The following requisition number / links contain information related to this solicitation.

**1) General information about SEPTA's eProcurement System:**

<http://www.septa.org/business/eps/index.html>

**2) Advertisement of all SEPTA solicitations over \$100,000.00**

<http://www.septa.org/business/bid/100k/>

**3) Vendor login page for eProcurement**

<http://epsadmin.septa.org/vendor/login/>

**4) SEPTA Bid NO: 24-00082-AVZH**

**5) SEPTA Bid Title: SL-V CAR, BAKE SYSTEM BRAKE PAD SET**

Any questions related to this solicitation should be directed to the following SEPTA staff member. Inquiries sent to other departments within SEPTA may lead to vendor disqualification.

1) **Name / Title:** Vinh Huynh – Procurement Officer

2) **E-mail / Phone:** vhuynh@septa.org- (215) 580-8263

3) **Mailing Address:**

**SEPTA - C/O: Vinh Huynh  
1234 Market Street, 11th Floor  
Philadelphia, Pennsylvania 19107**

No bid will be opened and considered that is submitted later than the time specified.

**All bids must be sent in through SEPTA's eProcurement System. Mailed and / or hand delivered bids will be rejected.**

Any request for change, modification or clarification of any aspect of these Contract Documents must be made in writing to SEPTA at least eight (8) calendar days prior to bid opening in order for consideration to be given by SEPTA to effect a change in the Contract Documents. Requests may also be e-mailed to jrosario@septa.org. A change, modification or clarification to the Contract Documents can be affected only by a written Addendum issued by SEPTA.

SEPTA retain the right to reject any and all bids, as determined to be in the best interest of SEPTA.

Each bid submitted must remain firm for at least ninety (90) days from the date of the Bid Opening and may not be withdrawn in whole or in part during that time. Bidder hereby certifies that the bid price is held firm for that time and any extension thereof.

SEPTA, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4, and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in regard to any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full opportunity to submit bids in response to this invitation, and will not be discriminated against on the grounds of race, sex, color, or national origin in consideration for an award.

Contractor will be required to comply with all applicable Equal Employment Opportunity laws and regulations.

All bidders will be required to certify compliance with Executive Order 12549 (ineligible contractors).

Any contract issued as a result of this solicitation is subject to a financial assistance contract between SEPTA and the U.S. Department of Transportation.

**BUILDING ACCESS:** Please be advised that new security procedures have been implemented for access to SEPTA's 1234 Market Street building. All visitors are now required to sign-in at the front desk located in the lobby area, and to provide photo identification. Please allow adequate time when submitting procurement documents or when attending any public or private meetings in the building. This process may take up to 30 minutes to complete. Thanks for your cooperation.

Sincerely,

**Vinh Huynh  
SEPTA Procurement Officer**

