

**NOTICE TO BIDDERS  
00100-1**

---

Date: November 21, 2024

**NYSERDA Consultant  
RIT Project**

**For:**

**Rochester Institute of Technology  
Rochester, New York**

1.01 Proposals

A. Separate electronic proposals from invited contractors will be received by the Owner: Rochester Institute of Technology, Procurement Services Office, Rochester, New York 14623 until **2:00 P.M., January 14, 2025.**

Attention: Angela Nkugwa  
Strategic Sourcing Specialist IV  
[ankps@rit.edu](mailto:ankps@rit.edu)

1.02 Opening of Bids

A. Proposals will be privately opened at a time convenient to the Owner.

1.03 Bid Documents

A. Bid Documents are attached.

B. Bid Deposit is not required.

1.04 Owners Rights Reserved

A. The Owner reserves the right to reject any and all proposals and waive any formalities or technicalities in any proposal for any reason or no reason in the interest of the Owner.

1.05 Bonds

A. Bid Bonds – Not Required

B. Performance, labor, and material payment bonds – Not Required

**NOTICE TO BIDDERS**  
**00100-2**

---

1.06 Pre-Proposal Meeting

- A. A mandatory pre-proposal meeting will be held on **December 3, 2024, at 11:30 A.M.**  
**A zoom link will be provided to all prospective bidders.**

(END OF NOTICE TO BIDDERS)