

VILLAGE OF ROCKVILLE CENTRE
PURCHASING DEPARTMENT
ONE COLLEGE PLACE
P.O. BOX 950
ROCKVILLE CENTRE, N.Y. 11571-0950

FRANCIS X. MURRAY, Mayor
KATHY BAXLEY, Trustee
NANCY HOWARD, Trustee
MICHAEL SEPE, Trustee
EMILIO F. GRILLO, Trustee

Kathy McMahon
Purchasing Agent
PURCHASING
DEPARTMENT

516/678-9213
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NOTICE TO VENDORS:

In the event of a conflict between the purchase order document and any referenced documents contained within or related to the purchase order, the order of precedence shall be as follows: 1. Village's bid or RFP documents, 2. Purchase Order document. 3. Vendor's offer/proposal.

All labor rates are to be based on current prevailing wage schedules.

Vendor must maintain statutory insurance as required by New York State law and keep themselves informed of all Federal, State and Local laws and municipal ordinances and regulations in any manner affecting those engaged or employed in the vendor's work. To the fullest extent permitted by law, the Vendor shall indemnify and hold harmless the Incorporated Village of Rockville Centre and its Board Members, officers, agents and employees from and against all liabilities, claims, expenses, losses or damages of any kind or matter whatsoever, resulting from negligence or misconduct of the Vendor or its employees, agents, or subcontractors.

Delivered goods or services must be identical to those detailed in Vendor's proposal. The Village is not liable for over shipments, which will be returned at vendor's expense. Vendor's invoice must include a reference to the purchase order number that the invoice is to be charged against. Failure to include this number may delay payment.

All purchase orders from New York State agencies or governmental subdivisions, including the Village of Rockville Centre, are exempt from certain Federal taxes and New York State and local sales taxes pursuant to Articles 28 and 29 of the New York State Tax Law. Taxes from which the Village is exempt shall not be included when submitting invoices.

Unless otherwise specified, all shipments are FOB Destination.