GS. 133-3 (first part – brand specifications)

Is it possible or practical to specify performance and design characteristics of materials to be used in the project?

Yes

Specify performance and design characteristics of the materials.

No

Use brand name specification. Is it possible to cite at least three examples of items of equal or equivalent design to the brand name item?

Yes

Specify the brand name, and then cite at least three examples of items of equal or equivalent design to the brand name item.

No

Specify the brand name, and then cite as many equal or equivalent items as are available.

And

Follow these steps:

☐ Your specifications should clearly state that “the cited examples are used only to denote the quality standard of product desired and that they do not restrict bidders to a specific brand, make, manufacturer or specific name; that they are used only to set forth and convey to bidders the general style, type, character and quality of product desired; and that equivalent products will be acceptable.”

☐ The specifications must also include a deadline for bidders who wish to substitute items of equal or equivalent design to the brand alternate to submit those items to the architect or engineer for approval or disapproval. (The deadline must be far enough in advance of the bid opening to give the architect or engineer time to approve or disapprove these items, and to notify the bidders of their approval or disapproval, before the bid opening.)

☐ The architect or engineer must approve or disapprove any substitute items submitted by bidders, and notify the bidders of their approval or disapproval, before the bid opening. (The best way to do this would be to issue an addendum listing the substitute items that have been approved and disapproved, so all bidders know which substitute items are approved and which are not.)