

Bid Proposal Form (1/3)

Project: City of Tuscaloosa Seasonal Ice Rink 2016

Project Number: A16-0474

BID INFORMATION

1. Preparation of bids. Bids will be prepared in accordance with the following:

- (a) Our enclosed Bid Proposal Form is to be used in submitting your bid.
- (b) All information required by the Bid form shall be furnished. The bidder shall print or type his name and manually sign the schedule and each continuation sheet on which any entry is made.
- (c) Unit prices shall be shown and where there is an error in extension of price, the unit price shall govern.
- (d) Delivery time must be shown and shall include Sundays and holidays.
- (e) Bidder will not include federal taxes nor State of Alabama sales, excise, and use taxes in bid prices as the City is exempt from payment of such taxes. An exemption certificate will be signed where applicable upon request.
- (f) Bidders shall thoroughly examine the drawings, specifications, schedule, instructions and all other contract documents.
- (g) Bidders shall make all investigations necessary to thoroughly inform themselves regarding plant and facilities for delivery of material and equipment as required by the bid conditions. No plea of ignorance by the bidder of conditions that exist or that may hereafter exist as a result of failure or omission on the part of the bidder to make the necessary examinations and investigations, or failure to fulfill in every detail the requirements of the bid.
- (h) Bidders are advised that all City contracts are subject to local, state, and Federal statutes and regulations.
- (i) The bid is conditional except that the bidder may qualify his bid for acceptance by the City on an "all or none" basis, or a "low item" basis. An "all or none" basis bid must include all items upon which bids are invited.
- (j) The City may waive any minor informalities or minor irregularities in any bid.
- (k) Prices quoted must be FOB Tuscaloosa with all transportation charges prepaid unless otherwise specified in the invitation to Bids.
- (l) Any addendums issued for this bid will be posted on the City Of Tuscaloosa website at <http://www.tuscaloosa.com/e-services/bids>. It is the responsibility of the bidder to check this page for any addendums before submitting their bid.

2. Description of Supplies

- (a) Any manufacturer's names, trade names, brand name, or catalog numbers used in specifications are for the purpose of describing and establishing general quality levels. SUCH REFERENCES ARE NOT INTENDED TO BE RESTRICTIVE. Bids will be considered for any brand which meets the quality of the specifications listed for any items.
- (b) Bidders are required to state exactly what they intend to furnish; otherwise they shall be required to furnish the items as specified.
- (c) Bidders will submit, with their proposal, data necessary to evaluate and determine the quality of the item(s) they are bidding.

3. Rejection of Bids. The City may reject a bid if:

- (a) The bidder misstates or conceals any material fact in its bid; or
- (b) The bid does not strictly conform to the bid requirements; or
- (c) The bid does not comply with local, state, or Federal statutes and regulations.
- (d) Rejecting all bids is deemed necessary in the best interests of the City.

4. Withdrawal of Bids

- (a) Bids may not be withdrawn after the set time of bid opening.
- (b) Bids may be withdrawn prior to the set time of the bid opening.

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5. Late Bids or Modifications

- (a) Bids and modifications received after the set time of bid opening will not be considered.
- (b) Modifications received in writing prior to the time of bid opening will be accepted.

6. Collusion

The bidder, by affixing his signature to this proposal, agrees to the following: "Bidder certifies that his bid is made without previous understanding, agreement, or connection with any person, firm, or corporation making a bid for the same items and is in all respects fair, without outside control, collusion, fraud, or otherwise illegal action."

7. Utilizing Minority Contractors

Contractors are encouraged to utilize the minority contractor database to identify eligible minority contractors and subcontractors. Bidders should document its efforts to utilize minority contractors for the project and identify the minority subcontractors that the bidder intends to engage on the project. Bidders may obtain database information by contacting Tuscaloosa Builds at 205-248-5725.

8. Vendor to submit the following:

- Any necessary descriptive literature and/or specifications information as outlined above
- Completed and signed Bidder's Response Form
- NOTE: Sheet(s) submitted without Company Name & Signature WILL NOT be considered for bid award.

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BIDDER'S RESPONSE FORM

Company _____

Signature _____

MESSAGE TO BIDDERS: Please review your bid documents for accuracy, completeness, required documentation, and necessary signatures before submitting. Please label the outer mailing/shipping package with the bid information as directed.

FIRM OR BUSINESS QUOTING: _____

CONTACT PERSON: _____

COMPLETE MAILING ADDRESS: _____

AUTHORIZED SIGNATURE: _____

PRINTED NAME: _____

TELEPHONE NUMBER: _____ FAX NUMBER: _____

E-MAIL ADDRESS: _____

TOTAL BID PRICE: Option A: _____ Option B: _____ [Alternate]
Bidders shall provide a price for both Option A and Option B. The City retains the right to choose either Option A, which is to rent the ice rink, or Option B, which is to purchase the ice rink. City shall notify bidder after its bid submission which option is has chosen.

COPIES SUBMITTED: _____

VENDOR MUST SUBMIT AN ORIGINAL BID AND ONE COMPLETE COPY OR THE BID MAY BE REJECTED.

NOTE: BY SIGNING THIS CONTRACT, THE CONTRACTING PARTIES AFFIRM, FOR THE DURATION OF THE AGREEMENT, THAT THEY WILL NOT VIOLATE FEDERAL IMMIGRATION LAW OR KNOWINGLY EMPLOY, HIRE FOR EMPLOYMENT, OR CONTINUE TO EMPLOY AN UNAUTHORIZED ALIEN WITHIN THE STATE OF ALABAMA.

FURTHERMORE, A CONTRACTING PARTY FOUND TO BE IN VIOLATION OF THIS PROVISION SHALL BE DEEMED IN BREACH OF THE AGREEMENT AND SHALL BE RESPONSIBLE FOR ALL DAMAGES RESULTING THEREFROM.

FAILURE TO COMPLETE ALL OF THE ABOVE WITH AN AUTHORIZED SIGNATURE MAY SUBJECT BID TO REJECTION.