



GENERAL INSTRUCTION(S) TO BIDDERS

1. **Compliance:** All participating bidders, by their signature hereunder agree to comply with all of the conditions, requirements and instructions of this bid as stated or implied. Upon submitting a bid proposal, the Bidder warrants that he/she is familiar with all provisions of the contract/bid documents, and agrees to comply with them.
2. **Interpretation of Documents and Specifications:** If any person contemplating submitting a bid for the proposed contract is in doubt as to the true meaning of any part of Specifications, Schedules and Information Sheets or the proposed Contract Documents, he may submit to the Purchasing Agent a written request for an interpretation thereof. The person submitting the request will be responsible for its prompt and actual delivery. Any interpretation of such documents will be made only by an addendum duly issued, and a copy of such addendum will be mailed or delivered to each person receiving a set of such documents. The City will not be responsible for any explanation or interpretation of such documents which anyone presumes to make on behalf of the City before expiration of the ultimate time set for the receipt of bids.

Wherever the word "Contract" appears, it shall be held to include all the documents as listed in the General Conditions. No less than all of the parts of the Contract Documents shall constitute the formal Contract.

3. **Proposal/Bid:** All proposals/bids must be made on the forms, if provided, in this bid. No alterations in bids or in the printed forms thereof, by erasures, deletions, or interpolations will be acceptable unless each alteration is signed or initialed by the bidder; if initialed, the City may require the bidder identify the alteration so initialed. Each bid shall be mailed or delivered; each bid shall be enclosed in a sealed envelope, endorsed on the outside of the envelope with the words "**ON-CALL ELECTRICAL**" Such bids will be submitted to the City of Hanahan 1255 Yeamans Hall Road, Hanahan, SC 29410.
4. **Signatures of Bidders:** Each Bidder shall sign his bid, quote or proposal, using his legal signature and giving his full business address. The person signing the proposal must be an officer of the company or partnership. Bids by partnerships shall be signed with the partnership name by one of the members of the partnership or by an authorized representative, followed by the signature and designation of the President, Secretary, or other persons authorized to bind it in the matter. The names of all persons signing should also be printed below the signature. A bid by a person who affixes to his signature the