



FLORENCE COUNTY
SOUTH CAROLINA

INVITATION-TO-BID NO. 29-19/20

SALE OF TWO (2) STRUCTURES AT 221 & 225 N. DEEPWOODS LANE

FLORENCE, SOUTH CAROLINA

BID OPENING: Wednesday, June 23, 2021 at 10:05 a.m.

**COUNTY OF FLORENCE, SOUTH CAROLINA
INVITATION-TO-BID #29-19/20**

Florence County is accepting seal bids for the sale of two structures located at 221 and 225 N. Deepwoods Lane, Florence, South Carolina.

A cashier's check shall be provided by the bidder in the amount of \$5,000 to be held in escrow until the property can be closed. Any bidder that does not provide the \$5,000 escrow amount at the time of the bid will be automatically disqualified.

Bids are to be submitted electronically via Vendor Registry (PREFERRED). Hardcopy sealed bids will also be accepted. In order to be considered, sealed bids must be received by the Florence County Procurement Office, Florence County Complex, 180 N. Irby Street – MSC-R, Rm. B-5, Florence, SC 29501-3431 later than Wednesday, June 23, 2021 at 10:00 a.m. (EST). Bids received after the published time and date shall not be opened and shall be disqualified and returned unopened to sender.

The sealed bids will then be opened and read aloud via Zoom live stream at 10:05 a.m. on via Zoom link <https://us04web.zoom.us/j/5444511250?pwd=MGhPRmtKcmFDM2thVVQwMWNMUVJQQT09>

Meeting ID: 544 451 1250

Passcode: 997329

Sealed bids submitted by mail and/or carrier must meet the same requirements as above and should be addressed to the same address listed above. Florence County shall not be responsible for late delivery of bids.

No bid will be considered unless the responder is legally qualified under the provisions of the South Carolina Code. All bids must be completed typed or printed in ink and comply with all the terms and conditions of this Invitation-To-Bid and associated Project Documents. Emails or facsimiles will not be accepted.

All bids should be good for a period of ninety (90) days from the date the bids are opened, and no bid shall be received, nor shall any responder be allowed to withdraw a bid after the opening hour commences.

Florence County reserves the right to accept or reject, in whole or in part, any and all responses as appears in its judgment to be in the best interests of the County, or to waive any and all technicalities and informalities in determining the action of each bid.

INSTRUCTIONS TO RESPONDERS

1) RECEIPT AND OPENING OF SEALED BIDS:

- a) Sealed bids will be received and opened as specified in this Invitation-To-Bid document.
- b) The Owner will consider as non-responsive any bid not prepared and submitted in accordance with the provisions hereof and may waive any informality or reject any and all bids. Any bid may be withdrawn prior to the above scheduled time for the opening of bids or authorized postponement thereof. Any bid received after the time and date specified shall not be considered. No bidder may withdraw a bid within 90 days after the actual date of the opening thereof or as provided for the in the bid documents which ever is later.

2) PREPARATION OF BID:

- a) All bids will be evaluated in accordance with procedures and specifications contained herein and Florence County Code. The responsiveness to same determined in accordance to the instructions and criteria in this document. Any bid not providing sufficient information and documentation to comply with the Invitation-To-Bid Evaluation requirements will be considered non-responsive and removed from further consideration.
- b) A bid shall be made in the official name of the person or company under which business is conducted (showing the official business address) or individual making the offer and must be signed in ink by a person duly authorized to legally bind the person, partnership, company, or corporation submitting the bid.
- c) All information requested of the bidder shall be entered in the appropriate spaces on the provided forms. If additional space is required, attach additional pages as needed within the sealed bid response.
- d) Bidders mailing their bid must allow a sufficient mail delivery period to insure timely receipt of their bid. Florence County is not responsible for bids delayed by mail and/or delivery services of any nature. It is the bidder's sole responsibility to insure that all documents are received by person (or office) at the time indicated in the bid document. No facsimile or email submissions.
- e) Bidders must clearly mark as "Confidential" each part of their offer which they consider to be proprietary information that could be exempt from disclosure under Section 30-4-40, Code of Laws of South Carolina, 1976 as amended (Freedom of Information Act). If any part is designated as "confidential", there must be attached to that part an explanation of how this information fits within one or more categories listed in Section 30-4-40. Florence County reserves the right to determine whether this information should be exempt from disclosure and no legal action may be brought against Florence County Sheriff or his agents for its determination in this regard.
- f) All information shall be entered in ink or typewritten.
- g) All proposed costs i.e. to finalize this sale will be the responsibility of the offerer and shall be included in each offer.
- h) All addendums in association with this invitation to bid may be obtained from the Florence County Procurement Office located at the County Complex, 180 N. Irby Street; Room B-5, Florence, SC 29501, by e-mailing pfletcher@florenceco.org.
- i) Each bidder shall acknowledge receipt of all addendum(s) by its submission of a bid. It shall be each bidder's responsibility to assure that all addendum(s) have been received.

- j) Each bid must be submitted either electronically or in a sealed envelope, addressed to the Owner along with the name of the project for which the bid is submitted. The bidder shall also show his name and address, on the outside of the envelope. Failure to show the required information may result in rejection of the response and removal from further consideration. If forwarded by mail or carrier, the sealed envelope containing the bid must be enclosed in another outer envelope. Florence County shall not be responsible for unidentified bids.
- k) No binding interpretation of the meaning of the documents or any questions relating to the bid will be made to any bidder orally prior to the receipt of bids. Any request for such interpretation or questions shall be made in writing via e-mail the Florence County Procurement Director (pfletcher@florenceco.org) or his designee. To be given consideration, such requests must be received by 5:00 p.m. Thursday, January 30, 2020. Any such interpretations or supplemental instructions will be issued in the form of addendum(s) to the Contract Documents which will be mailed or emailed to persons receiving a set of documents, not later than three days prior to the date for opening of bids. Failure of any bidder to receive such addendum(s) shall not relieve the successful bidder of any obligation under the awarded contract and this Document.

3) METHOD OF AWARD:

- a) Contracts will be awarded to the bidder whose bid appears to serve the best interest of the owner. The successful bidder will be determined as prescribed herein this Document.
- b) County reserves the right to accept or reject, in whole, in part, together or separately, any and all responses as appears in its judgment to be in the best interests of the County, or to waive any and all technicalities and informalities in determining the action of each bid.

4) OBLIGATION OF BIDDER:

- a) At the time of the opening of bids, each bidder will be presumed to have inspected the site, if applicable, and to have read and to be thoroughly familiar with the Documents (including all addenda). The failure or omission of any bidder to examine any form, instruction or document shall in no way relieve any bidder from any obligation in respect to this Invitation-To-Bid.

OFFEROR AGREEMENTS

1) STATEMENT OF RIGHTS


- a) Florence County reserves the right to obtain clarification or additional information necessary to properly evaluate a bid. Failure of offeror to respond to a request for additional information or clarification could result in rejection of that offeror's bid. Florence County reserves the right to accept or reject any and all bids, in whole or in part, separately or together, with or without cause; to waive technicalities in submissions, to secure a project that is deemed to be in the best interest of the County. Florence County also reserves the right to make a sale that, in its opinion, is deemed to be in the best interest of the County.

2) GENERAL TERMS:

- a) Each bidder by submitting a response to Florence County as a result of this Invitation-To-Bid, agrees to and acknowledges its acceptance of and agreement with the procedures outlined below and the terms, conditions and requirements of the applicable Florence County Invitation-To-Bid document. Agreement is evident by the submission of a response to Florence County. If an offeror cannot agree to these terms, or violates these procedures, the response will be judged non-responsive and not considered. If the procedures are violated during the evaluation process or prior to the issuance of a contract by Florence County, the offer of the individual/company in question will be void and Florence County will procure the sale in question from other eligible offerors.

3) SPECIFIC TERMS:

- a) Responses submitted are final and complete offers by the offeror. No additions, corrections, modifications, changes or interpretations will be allowed. In the event questions arise on what is meant by an offer, the Procurement Officer will make a determination as to the county interpretation of the offeror's offer. If, after informing the offeror of the county's opinion, disagreement as to scope of the offer is present, the offer will be declared VOID.
- b) In the event of a tie bid a coin toss will be conducted to decide the award. Local preference will be applied prior to tie determination.
- c) Any attempt by an offeror to influence the opinion of the county staff, or County Council, by discussion, promotion, advertising or any procedure to promote their offer, will constitute grounds to judge such an offer non-responsive. All offers presented to Florence County will be evaluated based on the current County Code and the offer as presented to the county on the date/time specified in the given solicitation.
- d) In the event of inconsistent or conflicting provision of this contract and referenced documents, the following descending order of precedence shall prevail: (1) Florence County Procurement Ordinance, as amended (2) Bid Announcement/Advertisement, and (3) Instructions to Responders and Offeror Agreements.
- e) The Bidder agrees to secure at Bidder's own expense all expenses necessary to carry out Bidder's obligations under this Bid. Such personnel shall not be deemed to be employees of the County nor shall they or any of them have or is deemed to have any direct contractual relationship with the County. The County shall not be responsible for withholding taxes with respect to the Bidder's compensation hereunder. Bidder shall not hold himself out as an employee of the County, and shall have no power or authority to bind or obligate the County in any manner, except County shall make payment to Bidder for sale as herein provided.
- f) The offeror will act in an independent capacity and not as officers or employees of the County. The offeror shall indemnify, defend and hold harmless Florence County, its officers, agents and employees from liability and any claims, suits, judgments, and damages of any nature brought because of, arising out of, or due to breach of the agreement by Offeror, its subcontractors, suppliers, agents, or employees or due to any negligent act or occurrence or any omission or commission of Offeror, its subcontractors, suppliers, agents, or employees.
- g) It is the responsibility of the prospective bidder to review the entire invitation for bids packet and to notify the Procurement Department if you have any questions.
- h) Unless specifically requested, submit one (1) copy of your response.
- i) All submittals become the property of Florence County.
- j) All bids (and supporting documents) will be retained by Florence County for a period of ninety (90) days from the date the bids are opened, and no bid shall be received nor shall any bidder be allowed to withdraw a bid after the opening hour commences.

FLORENCE COUNTY, SOUTH CAROLINA , a Body Politic and Corporate and a Political Subdivision of the State of SC	MAIL TO: Florence County Procurement 180 N. Irby Street County Complex MSC-R Florence, SC 29501	
SEALED BID #29-19/20 Property Located At 221 and 225 N. Deepwoods Lane, Florence, SC	HAND CARRY TO: Procurement Office, Room B-5 County Complex, 180 N. Irby Street Florence, South Carolina 29501	
Bids will be accepted until June 23, 2021 at 10:00 a.m. (EST)	TELEPHONE NO. (843) 665-3018	
Then Publicly Opened and read aloud on Zoom at 10:05 a.m.:		

BIDDER NAME: _____

ADDRESS: _____

CITY-STATE-ZIP: _____

TELEPHONE NO: _____ **FAX NO:** _____

AUTHORIZED SIGNATURE (WRITTEN): _____

AUTHORIZED SIGNATURE (TYPED): _____

Bid Amount (Offer) For 221 & 225 N. Deepwoods Lane, Florence, SC

\$ _____

Bid Amount in Words _____

A cashiers check shall be provided by the bidder in the amount of \$5,000 to be held in escrow until the property can be closed. Any bidder that does not provide the \$5,000 escrow amount at the time of the bid will be automatically disqualified.