

**BULLOCH COUNTY BOARD OF COMMISSIONERS
115 NORTH MAIN STREET
STATESBORO, GEORGIA 30458**

INVITATION FOR BID

The Bulloch County Board of Commissioners (herein after referred to as “Bulloch County”) is soliciting competitive sealed bids from qualified suppliers for the purchase of a quantity of heavy duty rectangular, square bottom, cable hoist, roll-off containers. The quantities are as follows: seven (7), 40 yard capacity; two (2) 30 yard capacity; and eleven (11) 20 yard capacity. The containers are to be used by the Bulloch County Solid Waste Department.

Bids will be received until 3:00 P.M. local time on August 11, 2020 at the Bulloch County Commissioners North Main Annex, 115 North Main Street, Statesboro, Georgia 30458. Any bid received after this date and time shall not be accepted. Bids will be publicly opened and read in Conference Room 102 located in the Bulloch County Commissioners North Main Annex, 115 North Main Street, Statesboro, GA 30458, on August 11, 2020 at 3:00 pm.

The written bid documents supersede any verbal or written prior communications between the parties.

There is a **check list on page 11** with a list of all items that must be included in the submitted bid package. Failure to include the items on this check list will be just cause for rejecting any submitted bid.

Local Buying Preference: Departments are encouraged to use local vendors whenever possible. However, the County cannot pay a much higher price to do so because there is an obligation to the taxpayers to use our financial resources wisely.

For all purchases of \$15,000 or more, if the quality, service, price, and other factors are substantially equal, then a local vendor whose bid is within 5% of the lowest bid may be given an opportunity to match the lowest bid. This policy shall be stated in all applicable solicitations, but does not apply to public works construction projects or road projects.

For purposes of this provision, a “local vendor” is one that 1) has a principal business location within the boundaries of Bulloch County; 2) has a valid occupational tax certificate issued by a jurisdiction located in Bulloch County; and 3) owns the property where the principal business location is located, or has a lease for a term of no less than one year for the principal business location which in effect requires the local vendor to pay the ad valorem taxes on the leased property.

A “principal business location” is further defined as a permanent facility with a physical location in Bulloch County where it can be demonstrated 1) that the goods or services are either made, stored, processed, sold or rendered at the facility; and 2) that substantial administrative or

management activities are performed by one or more employees, principals, representatives or agents for the purpose of transacting business.

To request the local vendor preference, a vendor must include a completed local vendor form with its submitted bid. It is the vendor's responsibility to provide clear and convincing evidence that it meets the requirements for being considered a local vendor pursuant to this provision. The determination of whether a vendor has submitted sufficient evidence to support being deemed a local vendor shall be solely within the discretion of the Board of Commissioners and shall not be subject to challenge.

To request local vendor preference you must contact the Purchasing Manager for the proper form to complete. The completed form must be included with the submitted package to be considered for the local vendor preference

Award And Reservations: It is understood and agreed that in consideration of the sum of One Dollar and No/100 (\$1.00) cash in hand paid, receipt whereof is hereby acknowledged, the bidder agrees that this bid shall be an option, which is hereby given to the Purchaser to accept or reject this bid at any time within sixty (60) calendar days from the date on which it is opened and read. It is expressly covenanted and agreed that this bid is not subject to withdrawal by the bidder during the term of said option. The party submitting the bid is solely responsible for delivering the bid to the exact location and by the time stated. The Purchaser reserves the right to reject any or all bids and to waive technicalities and informalities in bids, to accept in whole or in part, such bid or bids may be deemed in the best interest of the purchaser. The County reserves the right to use or not use any alternate bid associated with this solicitation.

Award, if made will be made to that responsive and responsible bidder with the best offer for Bulloch County, price and other factors considered. Time is of the essence.

No bid shall be withdrawn for a period of sixty (60) calendar days after the date listed above for receiving bids. Suppliers will be fully responsible for the delivery of their bids in a timely manner. Reliance upon U. S. Mail or other carriers is at the vendor's risk. Late bids shall not be considered. Bulloch County reserves the right to reject any or all bids in whole or in part and to waive technicalities and informalities.

Bulloch County has an Equal Opportunity Purchasing Policy. Bulloch County seeks to assure that all segments of the business community have access to supplying goods and services needed by the County. The County provides equal opportunity for all businesses and does not discriminate against any vendor regardless of race, color, religion, age, sex, or national origin.

Selection criteria are outlined in the request for bid documents. Bulloch County reserves the right to reject any or all bids, to waive technicalities and to make an award deemed in its best interest. Price and other factors considered. Time is of the essence.

TERMS AND CONDITIONS

1. **CHANGES:** No change shall be made to this invitation except by written modification by the purchasing department.
2. **FOB DESTINATION POINT:** Bid prices shall include shipping to Bulloch County Correctional Institute, 17301 US Hwy. 301 North, Statesboro, GA 30458. Title to remain with vendor until fully accepted by County. Goods damaged or not meeting specifications will be rejected. Delivery date shall be within 21 calendar days after receiving the order from Bulloch County. Time is of the essence. **DELIVERY DATE MUST BE STATED ON BID FORM.**
3. **Bid Identification:** The outside of the sealed envelope shall include the wording: **Roll-Off Container Bid; Bid Opening: August 11, 2020, @ 3:00 p.m.; Attn: Purchasing Manager.**
4. **WITHDRAWAL OF BIDS:** Bids may be withdrawn by written request only, if the request is received prior to the time and date set for the opening of bids. Negligence on the part of the bidder in preparing his bid confers no right of withdrawal or modification of his bid after bid has been opened. No bid may be withdrawn for a period of (60) sixty calendar days after time has been called on the date of opening.
5. **AWARD OF CONTRACT:** Award, if made will be made to that responsible bidder whose bid, conforming to the invitation for bid, will be most advantageous to the County, price, delivery terms, guarantee clauses and other factors considered. The County reserves the right to reject any and/or all bids submitted and to waive any technicalities or minor irregularities in bids received. A written award mailed (or otherwise furnished) shall be deemed to result in a binding contract without further action by either party.
6. **EXCEPTIONS TO SPECIFICATIONS:** Any contract resulting from this invitation shall bind the bidder to all terms, conditions and specifications set forth in this invitation. Bidders whose bids do not conform shall so note on the "Exceptions to Specifications" sheet provided. While the County reserves the right to make an award to a nonconforming bidder when in the best interest of the County, such awards will not be readily made, and bidders are urged to conform to the greatest extent possible. No exceptions will be considered to have been taken by a bidder unless it is properly set out as provided above, and no exception will be deemed to have been taken by the County unless incorporated in a contract resulting from this invitation and so stated.
7. **Payment:** Payments will be made upon completion of all work and acceptance by the County on invoices submitted and approved by the proper County representative within (30) thirty days of receipt of invoice. Itemize all invoices in full. Be sure our order number is on your invoice. Items on this order are exempt from Federal Excise Tax and Georgia Sales and Use Tax. Certification will be furnished if requested.

8. INQUIRIES REGARDING PAYMENT: All inquiries regarding payment of invoices are to be directed to Accounts Payable, (912) 764-6245.

9. REGULATORY AGENCIES: Successful bidder will be responsible for all required permits or licenses required by any regulatory agency of the City, County, State or Federal Governments.

11. ANTI-DISCRIMINATION CLAUSE: Bulloch County does not discriminate against any person because of race, color, religion, national origin, or handicap in employment or services provided.

12. COMMODITY STATUS: It is understood and agreed that materials delivered shall be new, of latest design, and in first quality condition, that all bags, containers, etc., shall be new and suitable for storage, unless otherwise stated by Bulloch County.

13. DELIVERY: Delivery shall be made to Bulloch County Correctional Institute, 17301 US Hwy. 301 North, Statesboro, GA 30458.

14. COMPLIANCE: The County's failure to insist on compliance with any of the terms or conditions of this Invitation to Bid shall not be deemed a waiver of the county's right to insist at any time on full compliance with any of the terms and conditions here in.

15. PRODUCT COMPLIANCE: Bidders must submit with their bid an itemized list of the equipment included on the units they propose to furnish along with the latest printed specifications and/or advertising literature to prove compliance with our specifications.

16. QUESTIONS: All questions concerning this invitation should be directed to the buyer whose name appears on the bottom of this page unless otherwise directed.

17. QUALITY: Any brand names or trade names used in the specifications are for the purpose of describing and establishing general quality levels.

For technical questions contact Kile Deloach at 912-764-6369 or kdeloach@bullochcounty.net

For procurement procedure questions contact Faye Bragg, Purchasing Manager, at fbragg@bullochcounty.net

SHIPPING COSTS, IF ANY SHALL BE INCLUDED IN BID PRICES

The bid must be submitted to the following address by USPS mail, service or hand delivery:

Bulloch County Commissioners
Attn: Purchasing Manager
115 N Main St.
Statesboro, GA 30458

Faxed or e-mailed bids are not accepted for sealed bids.

Bidders will be fully responsible for the delivery of their bids in a timely manner. Reliance upon U.S. Mail or other carriers is at the bidder's risk. Late bids will not be considered.

**ALL BIDS WILL BE FOR HEAVY DUTY RECTANGULAR, SQUARE BOTTOM,
CABLE HOIST CONTAINERS.**

Each Bidder will provide, with their bids, a specification sheet outlining the manufacturer's Heavy-Duty standards of each size container. No deviations from a heavy-duty spec will be accepted. The units shall be the manufacturer's latest model and design. The roll-off containers shall be completely assembled and work-ready when delivered to Bulloch County.

ALL containers shall be Green in color.

BID FORM

RECTANGULAR ROLL-OFF CONTAINERS

1. State make and model (if applicable) of containers being bid:

Bid Price for each 20 yard container: \$ _____ X 11 = \$ _____

Bid Price for each 30 yard container: \$ _____ X 2 = \$ _____

Bid Price for each 40 yard container: \$ _____ X 7 = \$ _____

Shipping Cost (if any): \$ _____

Total Cost for all twenty (20) containers plus shipping: \$ _____

2. Will the containers be delivered within 21 calendar days after receiving the order from Bulloch County? Yes No

Note: If your answer is no, state delivery date: _____

3. Does your bid comply with our specifications for containers being bid?
(If answer is no, use exceptions to specifications form.)

Yes No

Company Name: _____

Company Address: _____

Signature of Representative: _____

Printed Name of Representative: _____

Title: _____

Telephone Number: _____ Fax Number: _____

E-mail Address: _____

Date: _____

**BULLOCH COUNTY, GEORGIA
NON-COLLUSION AFFIDAVIT**

The following affidavit is to accompany the bid. Please complete the top and bottom sections.

STATE OF:

COUNTY OF:

Owner, Partner or Officer of Firm:

Company Name, Address, County and State:

The undersigned, being of lawful age, being first duly sworn, on oath says that he/she is the agent authorized by the vendor to submit the attached proposal. In making such representation, affiant further states for himself/herself and on behalf of vendor, that they have not been a party to any collusion among vendors in restraint of competition by agreement to submit a bid or proposal at a fixed price or to refrain from proposing; or with any office of Bulloch County or any of their employees as to quantity, quality or price in the prospective contract; or any discussion between vendors and any official of Bulloch County or any of their employees concerning exchange of money or other things of value for special consideration in submitting a sealed bid for:

FIRM NAME _____

SIGNATURE _____

TITLE _____

Subscribed and sworn to before me this _____ day of _____ 20____.

NOTARY PUBLIC _____

**BULLOCH COUNTY, GEORGIA
VENDOR DECLARATION**

The vendor understands, agrees and warrants:

That the vendor has carefully read and fully understands the full scope of the specifications.

That the vendor has the capability to successfully undertake and complete the responsibilities and obligations in said specifications.

That this bid shall be valid for **60** days.

That this bid may be withdrawn by requesting such withdrawal in writing at any time prior to **August 11, 2020 @ 3:00 p.m.**, but may not be withdrawn after such date and time for a period of **60** days.

That Bulloch County reserves the right to reject any or all bids and to accept that bid which will, in its opinion, best serve the public interest. Bulloch County reserves the right to waive any technicalities or informalities in the bidding.

That by submission of this bid the vendor acknowledges that Bulloch County has the right to make any inquiry or investigation it deems appropriate to substantiate or supplement information supplied by the vendor.

If a partnership, a general partner must sign.

If a corporation the authorized corporate officer(s) must sign and the corporate seal must be affixed to this proposal.

VENDOR:

Name	Title
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Name	Title
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AFFIX CORPORATE SEAL (if applicable)

Subscribed and sworn to before me this _____ day of _____ 20____.

NOTARY PUBLIC _____

WILL BE COMPLETED BY AWARD WINNER ONLY

ACCEPTANCE OF PROPOSAL - Example

Bulloch County hereby accepts the undersigned supplier's bid submitted in response to the attached Invitation for Bids for the following items: _____.

By executing this Acceptance of Proposal, Bulloch County and the undersigned supplier acknowledge and agree to be bound by all terms and conditions of the attached Invitation for Bids and all specifications and pricing stated therein.

IN WITNESS WHEREOF, Bulloch County and the undersigned supplier have caused their authorized representatives to set their hands and seals this __ day of _____, 20__.

BULLOCH COUNTY, GEORGIA

[Name of Bidder]

By: _____
Thomas M. Couch, County Manager

By: _____

Print or type name of signatory

[FORM OF ACCEPTANCE OF PROPOSAL]

The successful bidder(s) will be required to execute this Acceptance of Proposal.

Check List

The items listed below must be completed and returned with the sealed bid. Failure to return any of the items listed will be just cause for not accepting the submitted bid.

- 1. Page 7 – Exceptions to Specifications Sheet
- 2. Page 8 – Bid Form
- 3. Page 9 – Non-Collusion Affidavit
- 4. Page 10 – Vendor Declaration