



January 14, 2020

## INVITATION TO BID

Sealed bids will be received in the Council Chambers, City Hall, 224 East Bryan Street, Douglas, Georgia, up to **February 24, 2020 @ 2:30 P.M.**, at which time the bids will be publicly opened and read for the purchase of the following:

### **“Three (3) New Falk Gearboxes”**

Specifications are available and on file at the office of the City Clerk, City Hall, Douglas, Georgia.

The City of Douglas reserves the right to accept the lowest, most acceptable bid and reserves the right to accept or reject any or all bids. No late bids will be accepted.

The City of Douglas reserves the right to waive any technicalities or irregularities so that an award can be made in the best interest of the City.

Bids are to be F.O.B Destination 123 West Cherry Street, Douglas, Georgia, 31533.

The City of Douglas is an equal opportunity employer, including nondiscrimination in employment of the disabled.

For further information concerning this bid Stanley E. Merritt, the City of Douglas Purchasing Agent, at (912) 389-3463 or [smerritt@cityofdouglas.com](mailto:smerritt@cityofdouglas.com). For technical questions contact Kevin Davis at 912-389-3447 or [kdavis@esginc.net](mailto:kdavis@esginc.net).

To obtain the complete Invitation to Bid, please go to our web-site, [www.cityofdouglas.com](http://www.cityofdouglas.com). Click on “Bids and Contracts” on right side under the City’s logo. Once you click on “Bids and Contracts” it will open all formal bids the City has outstanding. Scroll down to the **Three (3) New Falk Gearboxes** bid request and click the PDF attachment under it. This will contain the complete Invitation to Bid. Print, complete and submit as directed. Should you have any problems opening the attachment, please contact Nikki Thompson at 912-389-3453.

**Note: Three (3) copies of your Bid should be included in your package**



Mayor

Tony L. Paulk

Mayor Pro Tem

Mike Gowen

Commissioners

Kentaiwon Durham

Cindy McNeill

Edwin Taylor

Olivia Pearson

Bob Moore

City Manager

Charles Davis

City of Douglas

P.O. Box 470

Douglas, GA 31534

(912) 389-3401

Fax: (912) 384-6730

[www.cityofdouglas.com](http://www.cityofdouglas.com)





## GENERAL CONDITIONS OF BID

- BID OPENING:** February 24, 2020 @ 2:30 P.M.
- LOCATION:** City Hall, Council Chambers  
224 East Bryan Street  
Douglas, Ga. 31533
- SEALED BID:** All bids shall be sealed in an Envelope and plainly marked:  
  
**“Three (3) New Falk Gearboxes”**
- MAIL BID TO:** City Clerk’s Office  
Attn: City Clerk  
City of Douglas  
123 West Cherry Street  
Douglas, Ga. 31533
- BID FORMS:** All bids shall be submitted upon forms provided by the City of Douglas.
- RIGHT OF REFUSAL:** The City of Douglas reserves the right to accept or reject any or all bids submitted at its discretion.
- ADDITIONAL INFORMATION:** May be obtained by writing to:  
City of Douglas Purchasing Dept.  
P.O. Box 470  
Douglas, Ga. 31534  
Or by contacting  
Stanley E. Merritt,  
Purchasing Agent  
(912) 389-3463

Sealed Bids must be clearly marked on the outside most envelope, as noted above, **“Three (3) New Falk Gearboxes”** to prevent accidental opening prior to formal bid opening thereby resulting in an unacceptable bid.

FAILURE TO RESPOND WILL BE GROUNDS OF REMOVAL FROM BID LIST.

## SPECIFICATIONS FY20 Three (3) New Falk Gearboxes

### Standard Equipment

- Make: Falk – NO SUB sole source due to matching existing brackets already installed
- Model: 5415 J-25-A
- Gear Ratio: 26.11
- Max Output RPM: 60



## Bid Page

ALL PRICES ARE TO BE F.O.B. DESTINATION 123 WEST CHERRY STREET, DOUGLAS, GEORGIA 31533.

Total Bid for (3) New Falk Gearboxes – NO SUB \$ \_\_\_\_\_

Estimated Delivery time from Purchase Order: \_\_\_\_\_

**Company Information:**  
**This must be filled out to be a complete bid.**

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

\_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Rep. Printed Name: \_\_\_\_\_

(Type or Print Legibly)

Rep. Signature/Title: \_\_\_\_\_

Tax ID#: \_\_\_\_\_ or SS # \_\_\_\_\_

**Reference Sheet**

This should be three people and phone numbers to whom we may contact to account for your company's quality of service.

**NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_

**NAME:** \_\_\_\_\_ **PHONE:** \_\_\_\_\_