

NOTICE OF INVITATION FOR BID

Competitively sealed bids will be received by the Owner, City of Carlsbad for IFB No. N/A

Project: Renovation of the Mechanics Shop at the Municipal Transit Building

Project No.: 17.11 **City Bid No.:** 2017-14 **Grant No.** Not Applicable

at 101 N. Halagueno St., Room 204, Carlsbad, NM 88220 until July 28, 2017, 2:00 p.m. at

which time bids will be opened and publicly read aloud.

Complete sets of the bidding documents may be obtained at the office of the Architect of Record

Mitchell and Cruse Architecture, LLC 1092 N. Canal Suite A, Carlsbad, NM 88220.

PURCHASING AGENT: Matt Fletcher, CPO

Date: 7/13/17

(for Owner's Use Only)

Newspaper: Current-Argus Publish: 7/13/17

Newspaper: _____ Publish:

Newspaper: _____ Publish:

(Note: This Notice is issued pursuant to the requirements of §13-1-104 NMSA 1978)

INSTRUCTIONS TO BIDDERS

Notice is hereby give that sealed Proposals for the furnishing of all necessary equipment, materials and labor for the Renovation of the Mechanic's Shop at the Municipal Transit Building in Carlsbad, New Mexico, will be received by the City of Carlsbad at the Municipal Building, 101 N. Halagueno Street, Room 204, Carlsbad, New Mexico until 2:00 p.m. on July 28, 2017, at which time the Bids will be opened and read aloud.

All bidders shall include with their Bids, a Bid Bond in the sum of not less than 10% of the maximum Bid, payable to the City of Carlsbad, as forfeit in case the Contractor fails to provide Surety Bond and execute contract within ten days after "Notice of Award". The successful Bidder will be required to furnish a Performance and Payment Surety Bond in the amount of 100% of his total contract.

Should Bidder find discrepancies in, or omissions from, the Drawings or Documents, or should be in doubt as to their meaning, he should at once notify the Architect in writing who will send written instructions to all Bidders. Neither the Owner nor the Architect will be responsible for any oral instructions.

Before submitting a proposal, Bidder should carefully examine the Drawings and Specifications, visit the site of work, and fully inform himself to all existing conditions and limitations, and the amount of this Proposal shall cover costs of all items included in this contract.

All proposals shall be submitted on the form as issued by the Architect, and same shall be filled out in its entirety. Changes or alternate proposals written on the proposal will automatically cause the Bid to be rejected.

Proposals shall be sealed in an opaque envelope and delivered on or before the time stipulated above. Proposals received after the time of opening will be returned unopened.

Complete plans and specifications may be viewed and/or obtained at the office of Mitchell and Cruse Architecture, LLC, 1092 N. Canal St. Suite A, Carlsbad, NM 88220; telephone: (575) 689-8400, upon payment of two-hundred dollars (\$200.00) per set, which sum shall be refunded if and when said plans and specifications are returned in good condition within ten days after the date of the opening of Bids, provided a Bid is submitted. Deposit will be forfeited by the Contractor obtaining plans, but not submitting a bonafide Bid, unless plans are returned within five (5) days. Contractors may obtain a maximum of three (3) sets of plans and specifications upon payment of deposit.

The City of Carlsbad reserves the right to waive all technicalities, and to reject any part or all Bids.