

HOPKINS COUNTY
BID NO. 2019-004
SALE OF Piano

HOPKINS COUNTY

RETURN DEADLINE IS NO LATER THAN 9:00 A.M. FRIDAY, FEBRUARY 15, 2019.

SPECIFICATIONS AND BID FORMS

SALE OF BALDWIN PIANO

Carefully read all requirements, specifications, and instructions. Fill out all forms properly and completely. Submit your bid, including all appropriate supplements and/or samples. Be sure all required signatures are in place.

ALL HANDWRITTEN SIGNATURES MUST BE IN INK AND ALL PRICES MUST BE WRITTEN IN INK OR (PREFERABLY) TYPEWRITTEN.

BIDDER MUST INCLUDE EMPLOYER IDENTIFICATION NUMBER OR SOCIAL SECURITY NUMBER.

RETURN BID TO:

**COUNTY JUDGE'S OFFICE
HOPKINS COUNTY COURTHOUSE
118 CHURCH STREET
P.O. BOX 288
SULPHUR SPRINGS, TEXAS 75483**

BIDS RECEIVED LATER THAN THE TIME AND DATE STATED ABOVE WILL NOT BE CONSIDERED. BIDS WILL BE PRESENTED TO COMMISSIONER'S COURT AT 9:00 A.M. ON MONDAY FEBRUARY 25, 2019.

**INVITATION TO BID
SALE OF BALDWIN PIANO**

From: Hopkins County Auditor
P. O. Box 288
Sulphur Springs, Texas 75483

BID NO. 2019-004

Bids will be received at the Hopkins County Judge's Office until **9:00AM** and opened same date, in the County Judge's Office, First Floor, Hopkins County Courthouse. Bids will be presented for consideration at the 9:00 A.M. Commissioners Court meeting Monday, FEBRUARY 25, 2019 located on the First Floor of the County Courthouse.

A. Scope of Bid

Bids are solicited for the sale of Bucking Chutes, as set forth in this bid request in accordance with the following conditions:

B. Conditions

1. Upon acceptance and approval by the Commissioners' Court this bid affects a working contract between Hopkins County and the successful bidder for the period designated.
2. Bids must be received by the County Judge's Office prior to the time and date specified. The mere fact that a bid was dispatched will not be considered; the bidder must have the bid actually delivered.
3. The County reserves the right to accept or reject in part or in whole any bids submitted, and to waive any technicalities for the best interest of the County.
4. Hopkins County shall not be responsible for any verbal communication between any employee of the County and any potential bidder. Only written specifications and written price quotations will be considered.
5. Hopkins County reserves the right to reject any bid that does not fully respond to each specified item.
6. Bidder should include employer identification number or social security number.
7. Bidder's sealed envelope must carry BIDDER'S NAME with the following NOTATION:
"BID: #2019-004 for the Sale of BALDWIN PIANO."
8. Bids must be submitted on the BID SHEET attached to the specifications. Other material may be included with proposals as is deemed necessary by the bidder.
9. The bid award shall be based on, but not necessarily limited to, the following factors:
 - a. Total Price

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- b. Delivery
 - c. Hopkins County's Evaluation of Vendor's ability to fulfill contract
 - d. Vendor's past performance record with Hopkins County
10. Acceptance of merchandise, work, services, and/or equipment provided shall be made by the owner at his sole discretion when all terms and conditions of the contract and specifications have been met to his satisfaction, including the submission to the Owner of any and all documentation as may be required.
11. Prices for all goods and/or services shall be firm for the duration of this contract and shall be stated on the bid sheet. Prices shall be all inclusive. No price changes, additions, or subsequent qualifications will be honored during the course of this contract. All prices must be written in ink or typewritten.
12. Hopkins County is exempt from certain Federal Excise, State and Local taxes.

C. SPECIAL PROVISIONS

D. CONTRACT FULFILLMENT

Hopkins County Commissioners' Court must, by law, award all contracts and the County Judge must sign all contracts and agreements before they become binding on the County.

Department heads are NOT authorized to sign any kind of supplemental or binding purchase, lease or rental agreements for goods or services for Hopkins County. All supplemental agreements are subject to approval of the County Attorney prior to being signed by the County Judge.

Binding agreements shall remain in effect until all products and/or services covered by his purchase have been satisfactorily delivered and accepted.

If this contract is intended to cover a specific time period, said time will be noted in the Specifications. If bid and performance bonds are required, the proper document will be included in the package.

E. SPECIFICATIONS

F. BID SHEET

G. BID AFFIDAVIT

HOPKINS COUNTY
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**SPECIFICATIONS
BALDWIN PIANO**

MINIMUM BID 100.00

PIANO IS BEING SOLD "AS IS"

PIANO IS LOCATED IN BASEMENT OF COURTHOUSE

LOCATED AT: 118 CHURCH STREET
SULPHUR SPRINGS, TX 75482

PAYMENT IS DUE UPON PICK UP OF THE PIANO

PIANO NEEDS TO BE PICKED UP WITHIN 10 DAYS OF THE AWARDING OF THIS BID

WINNING BIDDER IS RESPONSIBLE FOR REMOVING PIANO FROM THE COURTHOUSE

MINIMUM BID \$100.00

NON-COLLUSION AFFIDAVIT

The undersigned certifies that the bid prices contained in this bid have been carefully reviewed and are submitted as correct and final. He further certifies that bidder agrees to furnish any and/or all items upon which prices are extended at the price offered, and upon the conditions contained in the specifications of the Invitation to Bid.

STATE OF TEXAS

COUNTY OF HOPKINS

BEFORE ME, the undersigned authority, a Notary Public in and for the State of Texas, on this day personally appeared _____, who after being by me duly sworn, did depose and say: "I, _____ am a duly authorized officer of/agent for _____ and have been duly authorized to execute the foregoing bid on behalf of the said _____. I hereby certify that the foregoing bid has not been prepared in collusion with any other bidder or other person or persons engaged in the same line of business prior to the official opening of this bid. Further, I certify that the bidder is not now, nor has he been for the past (6) months, directly or indirectly concerned in any pool or agreement or combination, to control the price of equipment, services, or supplies bid on, or to influence any person or persons to bid or not to bid thereon."

Name and address of bidder _____

Telephone _____

By _____ Title _____
Type Name

Signature _____

SUBSCRIBED AND SWORN to me by the above named _____

on this the _____ day of _____, 20 ____.

Notary Public in and for the State of Texas

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BID SHEET
SALE OF BALDWIN PIANO

BID AMOUNT: _____

BIDDER NAME: _____

PHONE NUMBER: _____

SIGNATURE: _____