



INVITATION TO BID

The City of Bainbridge will receive sealed bids for Electrical Work, as described in the attached Specifications until Wednesday, November 23, 2016 at 2:00 P.M. Eastern Standard Time and will be opened publicly and read aloud. Prices quoted must include all delivery charges to Bainbridge, Georgia.

Bids shall be addressed to the attention of Brenda Strickland, Purchasing Director, City of Bainbridge, (US Postal Service) P.O. Box 158 (Zip Code 39818), (Courier Service) 1707 East Shotwell Street, Bainbridge, Georgia 39819, and plainly marked on the outside of the envelope "SEALED BID FOR ELECTRICAL WORK". We will not accept any bid unless it is plainly marked on the outside of the envelope as requested.

Bidders must complete all blanks on the attached Bid Form and Bid Specifications or the bid may be subject to rejection. No bid will be entertained unless it is prepared upon the City of Bainbridge Bid Form and signed in ink by an official of the company submitting the proposal.

All prices quoted shall be firm for a period of 30 days from bid opening. The City of Bainbridge requires a minimum of 30 days to make payment to successful vendor after receipt of goods. However, cash discounts for early payment will be taken into consideration. If such a discount is available, please note this in your bid proposal.

The City of Bainbridge reserves the right to accept or reject any part of or all bids, and to waive technicalities or formalities in bidding, and the right to negotiate with the low bidder to reach a final contract, and to accept the bid deemed to be in the best interest of the City.

Local Procurement Preference: A local preference of 2% for qualifying Decatur-County Businesses will be permitted when evaluating bids for supplies, equipment, materials and personal services that are not a part of a construction project.

We welcome your proposal.

Sincerely,

A handwritten signature in cursive script that reads "Brenda Strickland".

Enclosures: Bid Form (2 pages)
Bid Specification (2 pages)

Brenda Strickland
Purchasing Director

BID FORM

City of Bainbridge, Georgia

Electrical Work

Please quote lowest price at which you will furnish the items listed below:
Each bidder is required to fill in every blank. Failure to do so can be used as a basis for rejection.

DESCRIPTION

1. Remove Exterior Service Meter and Electrical Mast
2. Remove Interior Panel Box
3. Replace Exterior Service with a 200 Amp Meter Can Combo with 6 space spares inside
4. Replace Service Entrance Mast with New Weather Head with 4/0 Wire
5. Replace Ground Rod with two 8 foot Ground Rods with Clamps 6 foot apart
6. Install Interior 200 Amp 30 Space Main Lug Panel Box (Surface Mount)
7. Install Existing Electrical Lines into the New Panel Box
8. Install 30 Feet of 220 Volt Line for Dryer Unit (70 Amp Breaker) Must Have Disconnect Behind Unit
9. Install 45 Feet of 220 Volt Line for Washing Machine (Washer has a 5 HP Motor) Must Have a Disconnet Behind Unit
10. Check All Electrical Receptacles and Switches for Proper Grounding and Compliance with Electrical Code
11. Check All Electrical Lighting for Working Condition and in Compliance with Electrical Code

GRAND TOTAL PRICE \$ _____

If awarded bid, a cash discount of _____ will be allowed on Bid Price if paid within _____ after the City of Bainbridge is in receipt of the work.

AUTHORIZED SIGNATURE: _____

BID FORM

City of Bainbridge, Georgia

Electrical Work

Each bidder is required to fill in every blank. Failure to do so can be used as a basis for rejection.

Work of the same type has been furnished to: (List three cities or counties and give length of time in service at each location. Include phone number and contact person.) If available, list cities and counties in Georgia.

1. _____

2. _____

3. _____

Delivery:

If awarded bid, the Electrical Work will be completed and ready for the City's use within no more than _____ days after the order is placed.

(Be specific, do not estimate)

Bidder shall state warranty period and all conditions of warranty: _____

Exceptions to specifications: _____

The above in accordance with Specifications and Invitation to Bid dated November 03, 2016.

The undersigned certifies that the Bid Invitation and Specifications have been reviewed; and understands that once the bid opening begins, a bid cannot be withdrawn for modifications. All prices, terms, and conditions will be firm for a period of 30 days from bid opening.

FIRM NAME: _____

ADDRESS: _____

_____ ZIP _____

NAME AND TITLE OF PERSON SUBMITTING BID (Please Type or Print Legibly)

TELEPHONE: _____ DATE: _____

AUTHORIZED SIGNATURE: _____

THIS IS NOT A PURCHASE ORDER

BIDDER: _____
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: ELECTRICAL WORK
(Remember to fill in all blanks)

GENERAL INFORMATION

Each bidder must indicate his/her compliance with these specifications by marking "YES" or "NO" in the appropriate column for each paragraph of these specifications, indicating "YES" will mean full compliance; indicating "NO" will mean an exception is being taken. All exceptions must be fully explained on a separate page, titled "Exceptions", giving reference to the page and paragraph where the exception is being taken. Failure to comply with this requirement can be used as a basis for rejection of bid.

Bidder Complies

GENERAL

It is the responsibility of the Bidder to inspect the site where the Electrical Work is to be done. The south side door is unlocked for entrance to the building.

Y N

City of Bainbridge
110 Springcreek Road
Bainbridge, GA 39817

All wiring coming from the ceiling down the wall must be in conduit and approved boxes per electrical code.

Y N

The walls have blue tape showing the location of the units to be installed.
(Dryer south wall, Washer west wall)

PROJECT CONTACT INFORMATION

(For questions and additional information)

Doyle Welch, Fire Chief
City of Bainbridge
510 East Louise Street
Bainbridge, GA 39819
229-515-2218
doylew@bainbridgecity.com

BIDDER: _____
(List Company Name)

City of Bainbridge, Georgia

SPECIFICATIONS: ELECTRICAL WORK

SUBMISSION REQUIREMENTS

The City reserves the right to establish any and all elements or terms of this procurement process. All bids submitted shall be binding upon bidder's team if accepted by the City.

BIDS DELIVERED VERBALLY OR BY ELECTRONIC MEANS, SUCH AS FACSIMILE AND EMAIL, ARE NOT ALLOWED.

Except for otherwise provided in this bid, the City of Bainbridge reserves the right to retain all bid materials regardless of which bidder is selected. All bids and accompanying documents become the property of the City of Bainbridge.

REJECTION

The City reserves the right to reject any and all bids, to waive any informalities in bids received, to accept or reject any or all of the items bid, and to award the contract in whole or in part and/or negotiate any or all items with individual Bidders if it is deemed in the City's best interest. Moreover, the City reserves the right to make no selection if bids are deemed to be outside the City's fiscal constraint or not in the best interest of this City.

AWARD

The City reserves the right to award a contract, based on initial offers received from Bidders, without discussion and without conducting further negotiations. Under such circumstances, the acceptance of a proposal by the City shall be deemed to be an acceptance of an offer such that acceptance will be binding upon both parties. A proposing offer should therefore be based on the most favorable terms available from a price, business requirements and technical standpoint. Contractual commitments are contingent upon the availability of funds, as evidenced by award of the contract. Once awarded, the contract will be the final expression of the agreement between the parties and may not be altered, changed, or amended except by mutual agreement, in writing.

EXCEPTIONS TO THE BID

All requested information in the Bid must be supplied with the bid, any exceptions shall be clearly identified, referencing page number and category of bid. The written explanation shall include the scope of the exceptions, the ramifications of the exceptions for the City, and the description of the advantages or disadvantages to the City as a result of such exceptions. The City, at its sole discretion, may reject any exceptions or specifications within the bid.