

Bedford County Department of Finance

200 Dover Street, Suite 102
Shelbyville, TN 37160
(931) 685-2024 FAX (931) 680-1029

Request for Proposal

**Tear Down and Complete Removal of
Cascade High School Home Bleachers,
Community Middle School Home Bleachers, and
Community Middle School Portable Building**

Bid No. 18-15

The Bedford County Department of Finance is requesting proposals on the Tear Down and Complete Removal of the Home Bleachers at Cascade High School and Community Middle School and Portable Building at Community Middle School. **Sealed bids will be received until 2:00 p.m., Monday, November 27, 2017**, in the office of the Bedford County Department of Finance and will be opened publicly at that time. The Department of Finance reserves the right to reject any and all bids and waive any irregularities for the purpose of ensuring that the award given is in the best interest of Bedford County. Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.

GENERAL BID TERMS AND CONDITIONS

Proposals from all responsible bidders will be considered. To qualify as a responsible bidder, the proposal submitted must:

- 1. Meet or exceed the minimum requirements specified.**
- 2. Furnish all documents requested by the representative of the Bedford County Department of Finance prior to and following the bid opening.**
- 3. Submit their completed bid prior to the bid opening date and time.**
- 4. Have bid name and bid number placed on the outside lower left corner of the sealed envelope containing the bid form. (Facsimile bids will not be considered.)**

Award

A Purchase Order from the Bedford County Department of Finance will be issued to the successful bidder acknowledging the award. A copy of these terms and conditions, specifications and the vendor's proposal form will become a part of the purchase order.

Prospective bidders may contact Daniel Kleindienst, School Maintenance Department, at 931-684-6961, for any questions as to the specifications of the bid.

Lowest and/or best bid will be awarded.

Other Considerations

Bedford County Department of Finance reserves the right to purchase only those bid items and quantities that conform to overall budgetary, functional, and performance constraints.

The terms of this bid will be extended to other local government agencies, other municipalities, and Boards of Education. Bedford County is responsible only for purchases made and received by Bedford County.

INSTRUCTIONS TO BIDDERS

All Proposals are to be made on the Proposal Form provided. Bids must be delivered in hand or by a mail service in a sealed envelope marked on the outside lower left corner, **Bid No. 18-15 Tear Down and Removal**. Bids will be received and opened at **2:00 p.m., Monday, November 27, 2017.** **Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.**

Proposals are to be made complete in every detail as required and called for by said Proposal Form. Proposals that are incomplete, conditional, contain irregularities of any kind, or which are not in accord with the Instructions to Bidders and Proposal Form furnished by the Department of Finance may be rejected as informal.

The submission of a proposal will signify that the Bidder has thoroughly familiarized himself with all conditions and that he fully understands what will be expected of the successful bidder.

The Department of Finance reserves the right to accept or reject in whole or in part any or all proposals submitted, without liability whatsoever, and waive informalities therein, if deemed by the Department of Finance in their best interest to do so.

Please complete the enclosed W-9 and return with bid.

SPECIFICATIONS

Tear down and complete removal of the following:

1. Cascade High School Home Bleachers
 - a. Bleachers description is 10 row, 96 ft. long, 23 ft deep, 34” tall in the front and 14’ in the back
 - b. Must remove all steel and lumber and haul away from site
 - c. **Does NOT include press box**

2. Community Middle School Home Bleachers
 - a. Bleachers description is 10 row, 25 ft long, 23 ft deep, 61” tall in the front and 16’ tall in the back
 - b. There are two sections that fit the above description
 - c. Must remove all steel and lumber and haul away from site
 - d. Includes removal of press box

3. Community Middle School Portable Building
 - a. The portable building is sitting between the softball field and the football field behind the football concession stand
 - b. The dimensions are 45’ x 22’
 - c. The portable does not include tongue or wheels and axles

PROPOSAL FORM

**TO: Bedford County Department of Finance
200 Dover Street, Suite 102
Shelbyville, Tennessee 37160**

Re: Bid No. 18-15

Gentlemen,

Having examined the specifications for **Tear Down and Removal of Home Bleachers at Cascade High School and Community Middle School, and Portable Building at Community Middle School**, we (I) submit the following proposal:

Cascade High School Home Bleachers \$ _____

Community Middle School Home Bleachers \$ _____

Community Middle School Portable Building \$ _____

Company Name: _____

Mailing Address: _____

Signature and Title of bidder: _____

Email: _____

Telephone Number: _____

