Bedford County Department of Finance

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

Request for Proposal

Shelbyville Central High School Fieldhouse Painting and Sealing Bid No. 18-24

The Bedford County Department of Finance is requesting proposals on Painting and Sealing for Shelbyville Central High School Fieldhouse. Sealed bids will be received until 2:00 p.m., Wednesday, February 14, 2018, 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 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 vendors' proposal form will become a part of the purchase order.

Prospective bidders may contact the Daniel Kliendienst, School Maintenance Department, 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.

INSTRUCTION TO BIDDERS

All Proposals are to be made on the Proposal Form provided. Bids <u>must</u> be delivered in hand or by a mail service in a sealed envelope marked on the outside lower left corner, <u>Bid No. 18-24 Painting & Sealing – SCHS Fieldhouse</u>. Bids will be received and opened at 2:00 p.m., Wednesday, February 14, 2018. Any bids received after the scheduled closing time for receipt of bids will be returned to the bidder unopened.

Proposals shall be made upon Proposal Forms prepared by the Department of Finance. All 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 enclosed W-9 and return with bid.

All bids over \$25,000 must include proof of contractor license.

SCHS Fieldhouse Painting & Sealing Bid

Bid Specifications:

Seal exterior block with Seal Krete Masonry Sealer

Seal floors and exterior sidewalks

Block fill interior block walls

Two coats of epoxy paint on walls and ceilings

Prime ceilings, all doors and casings

Two coats of enamel paint on all trim

PROPOSAL FORM

TO:	Bedford County Department of Finance 200 Dover Street, Suite 102 Shelbyville, Tennessee 37160
Re:	Bid No. 18-24
Gentle	emen:
	ng examined the specifications for Painting and Sealing at SCHS Fieldhouse , we spent the following proposal.
	Total Bid Price \$
Comp	pany Name:
Mailii	ng Address:
Signa	ture and title of bidder:
Telep	hone Number:
Email	

(Rev. December 2014) Department of the Treasury

Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

	Name (as shown on your income tax return). Name is required on this line; do not leave	e this line blank.		
3e 2.	2 Business name/disregarded entity name, if different from above			
Print or type See Specific Instructions on page	3 Check appropriate box for federal tax classification; check only one of the following s Individual/sole proprietor or C Corporation S Corporation single-member LLC	even boxes: Partnership Trust/estate	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):	
	Limited liability company. Enter the tax classification (C=C corporation, S=S corpor	ation, P=partnership) ►	Exempt payee code (if any)	
	Note. For a single-member LLC that is disregarded, do not check LLC; check the a the tax classification of the single-member owner.	ppropriate box in the line above for	Exemption from FATCA reporting code (if any)	
ĔË	☐ Other (see instructions) ►		(Applies to accounts maintained outside the U.S.)	
See Specific	5 Address (number, street, and apt. or suite no.)	Requester's name	and address (optional)	
	6 City, state, and ZIP code			
	7 List account number(s) here (optional)			
Par	Taxpayer Identification Number (TIN)			
Enter	your TIN in the appropriate box. The TIN provided must match the name given	on line 1 to avoid Social se	curity number	
backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see <i>How to get a</i>				
TIN on page 3.				
Note. If the account is in more than one name, see the instructions for line 1 and the chart on pag		chart on page 4 for Employe	r identification number	
guidel	ines on whose number to enter.			
Par	Certification		recommendation and action and action and action and action and action and action actions are actions as a second	
Under	penalties of perjury, I certify that:			
1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and				
 I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and 				
3. I ar	n a U.S. citizen or other U.S. person (defined below); and			
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.				
becau interes genera instruc	ication instructions. You must cross out item 2 above if you have been notified so you have failed to report all interest and dividends on your tax return. For rest paid, acquisition or abandonment of secured property, cancellation of debt, cally, payments other than interest and dividends, you are not required to sign that on page 3.	al estate transactions, item 2 do contributions to an individual ret	es not apply. For mortgage irement arrangement (IRA), and	
Sign Here	Signature of U.S. person ▶	Date ►		
General Instructions • Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T				

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- · Form 1099-INT (Interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

- 1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- 2. Certify that you are not subject to backup withholding, or
- 3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
- 4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.