

NOTICE TO BIDDERS

In accordance with O.S. 19, Section 421.1b, sealed bids will be received in the Office of the Ottawa County Clerk, Reba G. Sill, at 102 East Central Avenue, Suite 103 in Miami, Oklahoma 74354, until 9:05 AM on October 15, 2012. Bids will then be publicly opened and read aloud by the Board of County Commissioners on the following:

HIGHWAY DISTRICT 2 SALE OF ROUND HAY BALES

Ottawa County Highway District 2 is accepting Bids for the Sale of approximately seventeen (17) round bales of hay located on Larson Lane in the Eastgate Addition to the City of Miami, Oklahoma.

The removal of hay bales shall not commence until the vendor whose Bid is accepted remits payment in full. The awarded vendor shall remove **all** hay from the site within 15 days following Notice of Award.

Payment in full must be submitted to the Office of the County Clerk within 5 days following Notice of Award. Please make checks payable to Ottawa County.

Bids submitted must be clearly marked on the outside of a sealed envelope:

BID 2012-2013.13: DIST 2 SALE OF HAY BALES

OPEN: OCTOBER 15, 2012 @ 9:05 AM

and must be accompanied by a completed and notarized **Statement of Non-Collusion** (form follows), as required by O.S. 74, Section 85.22.

The successful bidder must comply with O.S. 19 Chapter 33 (Purchasing Procedures).

Bids received late will be returned unopened.

The Board of County Commissioners reserves the right to reject any or all bids and/or accept other than the high bid, if such an award is deemed to be in the County's best interest.

Brenda M. Ellis
First Deputy County Clerk

***THIS PAGE AND NEXT PAGE MUST BE SUBMITTED
TO THE OTTAWA COUNTY CLERK'S OFFICE
IN A SEALED ENVELOPE BEFORE 9:05 AM ON OCTOBER 15, 2012***

OTTAWA COUNTY PURCHASING OFFICE

102 EAST CENTRAL AVENUE, SUITE 103

MIAMI, OKLAHOMA 74354

(918) 542-3332

FAX (918) 542-8260

ottawacntyclerk@att.net

INVITATION TO BID

BID 2012-2013.13: DIST 2 SALE OF HAY BALES

ISSUED: SEPTEMBER 26, 2012

OPEN: OCTOBER 15, 2012 @ 9:05 AM

DESCRIPTION

AMOUNT OF BID

Approximately seventeen (17) round hay bales

\$ _____

The removal of Hay shall not commence until payment in full has been submitted to the Office of the County Clerk. Payment shall be made within 5 days following Notice of Award. Please make checks payable to Ottawa County.

All bales of hay must be removed from the site within 15 days of Notice of Award.

CONDITIONS OF BID

Sealed bids will be opened in the Office of the County Commissioners located in the Ottawa County Courthouse at 102 East Central Avenue, Suite 104 in Miami, Oklahoma at the time and date shown on the Invitation to Bid.

Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with **Bid Number, Date and Time written on the outside of the envelope.**

Unit prices will be guaranteed correct by the bidder.

Firm prices will be FOB Ottawa County.

Purchases by Ottawa County, Oklahoma are not subject to State or Federal taxes.

This Bid is submitted as a legal offer and any Bid, when accepted by the County, constitutes a firm Contract.

Oklahoma laws require each vendor submitting a Bid to a County for goods or services to furnish a notarized sworn Statement of Non-Collusion (form supplied below).

NOTE: Other terms and conditions may be added at the discretion of county officers.

STATEMENT OF NON-COLLUSION

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity, quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly, in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn to this _____ day of _____, 20_____.

(Seal)

Firm: _____

Signed: _____

Notary Public

Address: _____

City: _____ State: _____

My commission expires _____

Zip: _____