

**GORDON COUNTY BOARD OF COMMISSIONERS  
INVITATION TO BID**

Public Works Materials – Right of Way Chemicals

The Gordon County Board of Commissioners is accepting sealed written bids from qualified vendors to provide Public Works Related Materials and Services. Bid specifications and bid forms are attached.

Your written and sealed bid must contain at a minimum:

- Completed bid forms
- An authorized signature.
- Written oath stating the contractor has not restricted competitive bidding. (Non-Collusion Affidavit form provided by county).

In addition, the successful supplier shall submit the following items within ten calendar days of written notification from the county of the bid award:

- Proof of a valid and current business license from the city/county where the business is located **or** a business license from Gordon County.
- Written certification that the contractor operates a drug-free workplace in accordance with O.C.G.A. 50-24-1 through 50-24-6 (form provided by county).
- Written Save Affidavit O.C.G.A. § 50-36-1(e)(2) and supporting identification (form provided by county).

If you choose to submit a written bid for this material/service, your sealed bid must be marked, "Public Works Related Materials and Services - Culverts" and delivered to the Gordon County Administration Building at 201 N. Wall Street, Calhoun, Georgia 30701 no later than **2:00 p.m. on Wednesday, January 8, 2014**. All bids will be publicly opened at that time and place. You are invited to attend this bid opening. No bids shall be withdrawn for a period of 60 days after the bid opening.

The Gordon County Board of Commissioners reserves the right to accept, or reject, any and all bids received and/or disregard informalities in the bids received. If additional information is needed, contact Martin Vaughn, Gordon County Purchasing Director, 200 S. Wall St. Third Floor – Calhoun, GA 30701 - (706) 879-2198, - [mvaughn@gordoncounty.org](mailto:mvaughn@gordoncounty.org) .

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**Communications:**

All Communications regarding this Bid should be communicated through Gordon County Purchasing. Telephone inquiries will not be accepted. Any questions regarding this Bid should be submitted to Martin Vaughn via e-mail – mvaughn@gordoncounty.org. Your Inquiry must contain company name, address, telephone number and Bid name.

**No Electronic Transmissions of Bids:** The County will not accept or consider oral, telegraphic, electronic, and facsimile or telephone Bids or modifications.

**THE CONTRACTOR SHALL:**

- 1) Review and be familiar with the enclosed bid specifications. Failure to review the bid specifications will not relieve the successful bidder of an obligation to furnish all products and labor necessary to carry out the provisions of the contract.
  
- 2) **NOTE: You should furnish your bid to cover 12 months beginning January 2014 through December 2014 with an option to extend an additional 6 months to cover the period from January 2015 through June 2015.**

**THE COUNTY SHALL:**

Provide the supplier with purchase order numbers to cover the purchases required by the county. Payments will be made from invoices – with valid purchase order numbers - to the supplier on a timely basis.

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**BID SHEET**

The undersigned bidder hereby declares that he has carefully examined the information contained herein. **All prices shall include freight, handling and misc. charges.**

Chemical	Unit of Measure	Concentration	Unit Price
Surfactant	Gallon		
24D	Gallon		
Generic Roundup	Gallon		

Name of Bidder: \_\_\_\_\_  
(sign): \_\_\_\_\_ DATE \_\_\_\_\_

Company: \_\_\_\_\_

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**List all deviations to the bid specifications on this page.**

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Contact Person:

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_

E-mail: \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Title: \_\_\_\_\_

Name Printed: \_\_\_\_\_ Date: \_\_\_\_\_

It is agreed by the above signed bidder that the signature and submission of this bid represents the bidder's acceptance of all terms, conditions, and requirements of the bid specifications and, if awarded, the bid will represent the agreement between the parties.

The bidder agrees that the cost of any work performed, materials furnished, services provided, or expenses incurred, which are not specifically delineated in the bid documents, but which are incidental to the scope, intent, and completion of this contract, shall be deemed to have been included in the prices bid for the various items scheduled.

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**NON-COLLUSION AFFIDAVIT OF PRIME BIDDER**

STATE OF \_\_\_\_\_ COUNTY OF \_\_\_\_\_

I \_\_\_\_\_, being first duly sworn, depose and say that;

He is \_\_\_\_\_ of \_\_\_\_\_, the bidder that has submitted the attached bid;

He or she is fully informed respecting the preparation and contents of the attached bid and of all pertinent circumstances respecting such bid; Such bid is genuine and is not a collusive or sham bid; Neither the said bidder nor any of its officers, partners, owners, agents, representatives, employees, or parties in interest, including this affiant, has in any way colluded, conspired, connived, or agreed, directly or indirectly with any other bidder, firm or person to submit a collusive or sham bid in connection with the contract for which the attached bid has been submitted or to refrain from bidding in connection with such contract, or has in any manner, directly or indirectly, sought by agreement or collusion or communication or conference with any other bidder, firm or person to fix the price or prices in the attached bid or of any other bidder, or to fix any overhead, profit, or cost element of the bid price or the bid price of any other bidder, or to secure through any collusion, conspiracy, connivance, or unlawful agreement any advantage against the Gordon County Board of Commissioners or any person interested in the proposed contract; and

The price or prices quoted in the attached bid are fair and proper and are not tainted by any collusion, conspiracy, connivance, or unlawful agreement on the part of the bidder or any of its agents, representatives, owners, employees, or parties in interest, including this affiant.

Bidder: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 200\_.

NOTARY PUBLIC: \_\_\_\_\_

Commission Expires: \_\_\_\_\_

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**DRUG-FREE WORKPLACE CERTIFICATE**

By signature on this certificate, the contractor certifies that the provisions of O.C.G.A. Section 50-24-1 through 50-24-6 related to the “Drug-Free Workplace Act” have been complied with in full. The contractor further certifies that:

1. A drug-free workplace will be provided for the contractor’s employees during the performance of the contract; and
  
2. Each contractor who hires a subcontractor to work in a drug-free workplace shall secure from that subcontractor the following written certification: “As part of the subcontracting agreement with (contractor’s name), (subcontractor’s name) certifies to the contractor that a drug-free workplace will be provided for the subcontractor’s employees during the performance of this contract pursuant to O.C.G.A. Section 50-24-3(b)(7).”

By signature on this certificate, the contractor further certifies that it will not engage in the unlawful manufacture, sale, distribution, dispensation, possession, or use of a controlled substance or marijuana during the performance of this contract.

Contractor: \_\_\_\_\_

By: \_\_\_\_\_

Name Printed: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_