

CITY of BRUCEVILLE- EDDY
VENDOR BIDDING INSTRUCTIONS

Job Number – BE21-004
Bid Due Date - End of Business on 5-26-2021
Location of Job - City of Bruceville-Eddy
144 Wilcox Drive
Bruceville-Eddy, TX 76524

Description of Work Required –

Provide labor and materials as follows:

Quantity 1 each

Road base parking lot and drive-thru on the east side of the building, drive-thru side. Drive-thru will need to be elevated, so the window is no more than 40" from grade. Brought out 14 ft for width and slope to the parking area. The drive-thru will need to slope back to the parking area on the north end. There is a 12-inch drop from the building to the 14 ft side of the drive-thru. It will need to be layered and packed to the end of the slope. Parking and drive-thru dimensions 70 ft deep and 75 ft wide 4 inches deep except for the drive-thru building side for build-up for the window. It is estimated to be 18 inches deep to the outside of the drive-thru. Organic matter removed prior to the road base.

Vendor will measure and confirm the required dimensions and provide material for item(s) described above. Vendor will also provide necessary labor and material to frame/mount the items in the spaces provided at the location.

The contract may be awarded either to the lowest responsible bidder or to the bidder who provides goods or services at the best value for the City of Bruceville-Eddy.

Please submit your bid using the attached bid form. Place bid in a sealed envelope and hand deliver or mail to the following address:

City of Bruceville-Eddy City Hall
144 Wilcox Drive
Bruceville-Eddy, TX 76524
Attn: Sonya Bishop

Respondents must submit full and complete quotations by deadline noted above. Questions regarding this request may be directed to the contact noted above.

CITY OF BRUCEVILLE-EDDY

VENDOR BID FORM

Job Number –

Vendor Name –

Address

City, State, Zip

Contact Person –

Phone Number

Email

Bid Amount –

Payment Terms -

Exceptions to Description of Work Required:

Estimated time following bid award notice to complete job:

Disclaimer: The City of Bruceville-Eddy reserves the right to reject any or all bids. The undersigned, by their signature, represents that they are submitting a binding offer and are authorized to bind the respondent to fully comply with the documents contained herein and with the City's project requirements. Upon award Vendor agrees to complete a Conflict-of-Interest Questionnaire, IRS Form W-9 and, if requested, to provide a Certificate of Insurance with the City of Bruceville-Eddy listed as Certificate Holder. Forms must be approved by the City prior to the issuance of a Purchase Order or other form of purchasing agreement.

Bidder

Authorized Signature/Print Name

Title

Date