

**Lauderdale County Board of Supervisors
410 Constitution Ave, 11th Floor
Meridian, Mississippi 39301
601-482-9746 Main
601-482-9744 Fax**

**TERM BIDS FOR PERIOD
January 1, 2019 through December 31, 2019**

FOR:

**Bid 3846
Service Contract – AC/Heating/Refrigeration**

**Sealed or Electronic Bid
Due
9:30 A.M.
Thursday, December 13, 2018**

Company Name

LAUDERDALE COUNTY MISSISSIPPI

INSTRUCTIONS TO BIDDERS

**ALL BIDS SHALL BE ON LAUDERDALE COUNTY BID FORMS AND SUBMITTED IN DUPLICATE.
ALL BIDS SHALL BE FOB MERIDIAN, MS AND MUST INCLUDE ANY PRE-DELIVERY CHARGES.**

For Paper Sealed Bids:

- Envelopes containing the bids must be sealed, addressed to “The Lauderdale County Board of Supervisors”, 410 Constitution Ave, 11th Floor, Meridian, MS 39301 and should contain the bidder’s name and mailing address, the bid file number and name of the bid item.
- If any envelope is not so marked, any bid contained therein will not be considered.
- Paper hand delivered bids shall be submitted in separate sealed envelope addressed to “The Lauderdale County Board of Supervisors” and should contain the bidder’s name and mailing address, the bid number and name of the bid item.

For Electronic Bids:

- When submitting an electronic bid, the bid must be submitted in “pdf” format and shall contain the same information and forms as required for the paper bids. When submitting a bid electronically, the authorized signature shall be an electronic signature or handwritten in blue-ink signature. In the event that an electronically submitted bid has a corrupted attachment, the bid will be considered null and void.
- Official bid documents can be downloaded from Central Bidding at www.centralbidding.com. Electronic bids can be submitted at www.centralbidding.com. For any questions relating to the electronic bidding process, please call Central Bidding at 225-810-4814.

The Lauderdale County Board of Supervisors reserves the right to accept or reject any and/or all bids and waive informalities.

**LAUDERDALE COUNTY BOARD OF SUPERVISORS
410 CONSTITUTION AVE, 11TH FLOOR, MERIDIAN, MS 39301
601-482-9735**

BID FORM

FILE NO: 3846

**HEATING, AIR CONDITION AND REFRIGERATION MAINTENANCE
AND INSTALLATION SERVICE**

COMPANY NAME: _____
MAILING ADDRESS: _____
PRINTED NAME: _____
SIGNATURE OF AGENT: _____
PHONE #: _____ FAX #: _____ DATE: _____
EMAIL ADDRESS: _____

In Response to your advertisement for bids to furnish Lauderdale County with the above services for the period **January 1, 2019 through December 31, 2019.** Prices quoted must be firm for a twelve (12) month period.
The undersigned submits a bid as follows:

- 1) Be available for calls twenty-four hours a day, including all holidays and weekends. A maximum response time of two hours from time of call.**
- 2) Must hold and provide a copy of current commercial license and bonded to work in the City of Meridian, MS.**
- 3) Personnel who operate a mechanical scissor lift must have the appropriate certification.**
- 4) Personnel should be responsible for providing all of their own tools and equipment.**
- 5) All personnel who enter the detention facility, to perform services, must have successfully completed the ten hour OSHA safety certification class and the certification must be current.**

1) LABOR CHARGES PER HOUR: ----- \$ _____

2) PARTS, SUPPLIES AND MATERIALS: (PLEASE INDICATE PERCENT (%) ABOVE DEALER INVOICE COST). CONTRACTOR TO FURNISH DEALER INVOICE WHEN SUBMITTING BILL.

COST PLUS----- % _____

It shall be incumbent upon each bidder to understand the specifications as listed herein and to obtain clarification when necessary. It is not the intent of the specifications to limit the bidding to any make or manufacture of materials, but rather to select such materials to fill a specific need and perform a specific task. Any reference to name-brand materials is intended to establish standards only and bids submitted in materials equal thereto shall be considered.

No responsibly will attach to any person employed by the Board for premature opening of any bid not properly addressed and identified as stipulated above.

The Lauderdale County Board of Supervisors reserves the right to accept or reject any and all bid(s) and to waive informalities.

BID FORM MUST BE SUBMITTED IN DUPLICATE

I, (we) fully understand that this bid is irrevocably subject to the following:

- 1) that by signing this bid I (we) certify that I (we) have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding;
- 2) that no itemized attachments to this bid form will be allowed;
- 3) that the Lauderdale County Board of Supervisors reserves the right to reject any or all bids;
- 4) that bids must be firm; bids determined not to be firm by the Lauderdale County Board of Supervisors shall be treated as void;
- 5) that unit price bid quotes shall be completed by the bidder with no further calculations required of the Lauderdale County board of supervisors in order to determine firm unit prices;
- 6) that the bid form must be signed and dated in appropriate place by bidder or his authorized agent;
- 7) that all material furnished shall meet or exceed the minimum requirements of the Mississippi Standard specifications for State Aid Road and Bridge construction, latest edition with approved supplemental provisions and revisions.
- 8) ~~Asphalt hot mix surface, binder, and black base courses shall comply with an approved current Mississippi Department of Transportation mix design. Contractor shall furnish the County with the approved mix design prior to placement of material; County may waive acceptance standards in Sections S 401.02.6 of specs.~~
- 9) that I (we) may omit price quotes on any item which cannot be furnished or supplied for the full term as specified in the publication;
- 10) that I (we) hereby certify that the prices quoted herein do not exceed the prices permitted by law;
- 11) this is to certify that the undersigned is in compliance with the Civil Rights Act of 1964, as amended; the Civil Rights Act of 1968, as amended; the Rehabilitation Act of 1973, as amended; the Age Discrimination Act of 1975; the Handicapped Act; the Sex Discrimination Act; the Copeland "antikickback" Act; and all executive orders and regulations relating to the above referenced acts, and all regulations issued under said Acts, and additionally, certify that the undersigned does not discriminate in employment and/or operations on the basis of sex, race, color, creed, religion, national origins, handicapped status or age.
- 12) The undersigned bidder hereby certifies and/or affirms that (he) (she) (it) is currently in compliance with and shall, for the term of the referenced project contract or service period, remain in compliance with all pertinent United States government Rules, Regulations, and Standards relating to the funds, project or service, and/or Anti-Discrimination, GAO, O. MB, or Specific departmental Standards. Further, this bidder is informed about and is familiar with all such Federal requirements and shall cooperate with Lauderdale County in complying with all audits and other inquiries to confirm compliance with such requirements.
- 13) It is requested you bid on MDOT Office of State Aid specifications, but if unable to do so, bid on material produced in accordance with your specifications, but you are to attach copies, in duplicate, of the specifications for all items bid on in your proposal that do not conform to the MDOT Office of State Aid specifications whether or not such specifications have been previously submitted.
- 14) ~~Asphalt price adjustments shall be made according to MDOT Office of State Aid Special Provisions. Base liquid asphalt prices on current date prices.~~

DATED AND CERTIFIED BY:

SIGNATURE OF BIDDER OR AUTHORIZED AGENT

DATE SIGNED