

LAUDERDALE COUNTY BOARD OF SUPERVISORS
410 Constitution Ave, 11TH Floor
Meridian, Mississippi 39301
601-482-9746 - Main
601-482-9744 - Fax

BID PACKET

BID NO: 3886 – SOUND ENGINEERING SERVICES

LOCATION: LAUDERDALE COUNTY AGRICULTURAL CENTER

PACKET INCLUDES THE FOLLOWING:

- Overview
- Inspection of Site
- Statement of Qualifications
- General Requirements
- Bid Form
- Vendor Data Sheet
- Bid Instructions

BID OPENING: Thursday, January 07, 2021 at 10:00 A.M.

BIDS ARE DUE NO LATER THAN 9:00 A.M. ON BID OPENING DAY

Company Name

LAUDERDALE COUNTY BOARD OF SUPERVISORS
410 CONSTITUTION AVE, 11TH FLOOR, MERIDIAN, MS 39301

BID NO: 3886 – SOUND ENGINEERING SERVICES

A. OVERVIEW

Lauderdale County, MS Board of Supervisors is requesting bids from qualified, licensed sound experts to evaluate and compile a plan to improve the arena sound quality at the Lauderdale County Ag Center, located at 1022 MS-19 Meridian, MS.

Subject to the terms, conditions, provisions, and the enclosed specifications, responses to this solicitation will be received at this office until the stated date and time. Responses received after the scheduled due date and time will be rejected. Proposals must be submitted in a sealed package marked on the outside with the Company's name, address, and the solicitation name and number.

This solicitation does not commit Lauderdale County to award a contract, to pay any costs incurred in the preparation of proposals submitted, or to procure or contract for the services. The County reserves the right to accept or reject or cancel in part, or in its entirety offers received as a result of this request if deemed to be in the best interest of the County to do so.

B. INSPECTION OF SITE

A site inspection/pre-bid conference will be held on Wednesday, December 16, 2020, at 9:30 a.m. (CST) to address your questions and provide additional information for this proposal. All interested respondents are invited to attend this meeting, however it is not required. This meeting will be held at the Lauderdale County Ag Center, located at 1022 MS-19 Meridian, MS 39301.

If you plan to attend, please provide a company name, representative and contact number via email to Stephanie Jackson, Purchasing Agent, at purchasing@lauderdalecounty.org to confirm your attendance. A confirmation email will be returned with specific information concerning the conference. Your attendance at this meeting will not impact the acceptance of your proposal.

Should the Bidder attend, it is our hopes that after examination of the facility you are able to submit a competitive bid.

No other site visits will be allowed.

C. STATEMENT OF BIDDERS QUALIFICATIONS

Each Bidder shall submit on the form furnished a statement of the Bidder's Qualifications, his/or her experience, record and history in producing the type improvements embraced in the project contemplated by the Contract.

The County shall have the right to take such steps as deemed necessary to determine the ability of the Bidder to perform his obligations under the Contract and the Bidder shall furnish the County all such information and data for this purpose as it may request. The right is reserved to reject any Bid where an investigation of the available evidence or information does not satisfy the County that the Bidder is qualified to properly carry out the terms of the Contract.

INITIAL ACKNOWLEDGEMENT: _____

D. GENERAL REQUIREMENTS

- Must hold a valid business license
- Must hold General Liability Insurance
- Must begin evaluation ten (10) days after the award and have completed the project within thirty (30) days after the award.

INITIAL ACKNOWLEDGEMENT: _____

THIS SPACE LEFT BLANK INTENTIONALLY

**LAUDERDALE COUNTY
410 Constitution Avenue
Meridian, MS 39301**

**BID PROPOSAL FORM
SOUND ENGINEERING SERVICES BID**

In compliance with this bid and subject to all conditions thereof, the undersigned offers and agrees to furnish Lauderdale County Board of Supervisor with Sound Engineering Services.

The undersigned submits a bid as follows:

\$ _____

I hereby certify that I am authorized to sign this bid for/or on behalf of the company.

NAME OF COMPANY: _____

LEGAL ADDRESS:

PHONE (_____) _____ FAX (_____) _____

FEDERAL ID #: _____ (Attached W-9)

SIGNATURE: _____

OFFICIAL TITLE: _____

DATE: _____

My signature certifies that the accompanying bid is not the result of or affected by, any act of collusion with another person/or company engaged in the same line of business or commerce, or any act of fraud.

VENDOR DATA SHEET
TO BE COMPLETED AND SUBMITTED WITH BID

QUALIFICATIONS: Firms shall have the capability and capacity in all respects to fulfill the contractual requirements to the satisfaction of the Lauderdale County Board of Supervisors.

Indicate the length of time you have been in business as a company providing the type of service required for this agreement. Years _____ Months _____

Please provide a minimum of three (3) references, which may substantiate past work performance and experience in the type of work required for this contract. This should include the following: Business Name, Address, Phone Number and Contact Person

- 1. _____

- 2. _____

- 3. _____

Company Name of Bidder/Vendor

Signature of Person Completing

My signature certifies that the information provided above is both accurate and a true reflection of my work.

LAUDERDALE COUNTY MISSISSIPPI

INSTRUCTIONS TO BIDDERS

1. ALL BIDS SHALL BE ON LAUDERDALE COUNTY BID FORMS AND **SUBMITTED IN DUPLICATE**.
2. ALL BIDS SHALL BE FOB MERIDIAN, MS AND MUST INCLUDE ANY PRE-DELIVERY CHARGES.
3. ALL BIDS SHALL INCLUDE THE COMPANY'S FORM W-9.
4. ALL BIDS SHALL BE ADDRESSED TO THE LAUDERDALE COUNTY BOARD OF SUPERVISORS, C/O PURCHASING CLERK, 410 CONSTITUTION AVENUE - 11TH FLOOR, MERIDIAN, MS 39301 AND CLEARLY MARKED ON OUTSIDE OF ENVELOPE AS FOLLOWS:

BID NO: 3886
(ENTER BID NO.)

BID DATE: January 07, 2021

5. ALL ELECTRONIC BIDS MAY BE SUBMITTED AT WWW.CENTRALBIDDING.COM NO LATER THAN 9:00 A.M. ON THURSDAY, JANUARY 07, 2021.
6. IF YOU ARE AWARDED THIS BID, YOU WILL BE REQUIRED TO SIGN A CONTRACT WITH LAUDERDALE COUNTY BOARD OF SUPERVISORS.

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 RESPONSIBILITY 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.