

INVITATION TO BID
2020 SURPLUS VEHICLE SALE

The City of Colstrip is accepting sealed bids for the sale of specified surplus vehicles. **Minimum bid limits have been established for each item.** Bids submitted below the specified minimum bid limit will be rejected. Bids must be submitted in a sealed envelope plainly marked "2020 Surplus Vehicle Bid". The following vehicles are included in this sale:

1981 Chevrolet Pickup
2000 Ford Ranger
2000 Chevrolet Pickup
2008 Ford Crown Victoria
1970 Pierce Snorkel Fire Truck
2003 Sterling/Vac-Con Jet Truck

The City of Colstrip does not provide any type of warranty or guarantee either expressed or implied regarding the bid items. All bids must be received no later than **January 4, 2021 at 5:00 PM**. No late bids, faxed, e-mailed or telephone bids will be accepted. Bid forms and detailed bid instructions may be obtained at Colstrip City Hall, located at 12 Cherry Street, Colstrip, MT, online at www.cityofcolstrip.com or by email to cityclerk@cityofcolstrip.com. **All bid proposals must be made on the bid proposal form supplied by the City of Colstrip.**

**CITY OF COLSTRIP
2020 SURPLUS VEHICLE SALE
BID PROPOSAL FORM**

FIRM or INDIVIDUAL NAME: _____

CONTACT PERSON (If different than above): _____

MAILING ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

ITEM	MINIMUM BID LIMIT	BID AMOUNT (Written out in Words)	BID AMOUNT (Written in Figures)
1981 Chevrolet Pickup VIN: 1GBGK24M1BZ135685	\$ 500.00		
2000 Ford Ranger VIN: 1FTZR15V1YPC16773	\$ 100.00		
2000 Chevrolet Pickup VIN: 1GCEK14W2YE274237	\$ 500.00		
1970 Peterbilt Fire Truck VIN: 176043	\$2,000.00		
2008 Ford Crown Victoria VIN: 2FAF971V98X141290	\$ 200.00		
2003 Sterling/ Vac- Con Jet Truck VIN: FZHATAK53AK74601	\$30,000.00		

I have read and understand the Invitation to Bid and Instructions to Bidders.

SIGNATURE: _____

DATE: _____

The above listed surplus items are being **sold “as is” with the minimum bid limits set forth for each item listed in the bid proposal form.** The City of Colstrip does not provide any type of warranty or guarantee either expressed or implied regarding the bid items. All items will be on display for inspection at the Colstrip Public Works Shop located at 519 Willow Avenue, Colstrip, MT 59323, Monday through Friday between the hours of 7:00 AM through 3:30 PM. All sealed bids must be received at Colstrip City Hall, located at 12 Cherry Street, Colstrip, MT 59323 prior to 5:00 pm on January 4, 2021.

All bidders will be presumed to have fully familiarized themselves with the condition of the equipment and to have either inspected the equipment in person prior to make a bid or to have had the opportunity to conduct such inspection.

I. INSTRUCTIONS TO BIDDERS

A. Preparation of Bid Proposal

1. The Bidder shall submit their bid amounts upon the bid proposal form furnished by the City of Colstrip. The Bidder shall specify the bid amount for each bid item in both written words (example: two dollars) and in numeric figures (example: \$2.00). All words and figures shall be in ink or typed.
2. If an amount entered by the bidder on the proposal form is to be altered it should be crossed out with ink, the revised bid amount entered above or below it, and initialed by the bidder, also with ink. In a case of discrepancy between the prices written out in words and those written in numeric figures, the prices written in words shall govern.
3. The Bidder’s proposal must be signed with ink by the individual, by one or more members of the partnership, by one or more members or officers of each firm representing a joint venture, by one or more officers of a corporation, or by an agent of the contractor legally qualified and acceptable to the owner. If the proposal is made by an individual, his name and post office address must be shown; as a joint venture, the name and post office address of each entity must be shown; by a corporation, the name of the corporation and its business address must be shown.

B. Irregular Proposals - Bid proposals will be considered irregular and may be rejected for any of the following reasons:

1. If the proposal is on a form other than the one furnished by the City of Colstrip or if the form is altered or any thereof is detached.
2. If there are unauthorized additions, conditional or alternated bids, or

irregularities of any kind which may tend to make the proposal incomplete, indefinite, or ambiguous as to its meaning.

3. If the bidder adds any provisions reserving the right to accept or reject an award, or to enter into a contract pursuant to an award.
4. If the proposal does not contain the bid price amount in both written words and in numeric figures for each item bid.

C. Delivery of Bid Proposals

1. When sent by mail or hand delivered, the proposal shall be sealed in an envelope or package and be clearly marked **“2020 Surplus Vehicle Sale”** and addressed to the City of Colstrip, 12 Cherry Street, PO Box 1902, Colstrip, MT 59323. Proposals received after the time established for receipt of bids will not be considered.

D. Withdrawal of Bid Proposals

1. A bidder will be permitted to withdraw their proposal unopened after it has been deposited if such request is received in writing prior to the time specified for opening the proposals.
2. No bid may be withdrawn, for a period of (30) thirty days after the opening of bids, without the written consent of the City of Colstrip.

E. Disqualification of Bidders - Either of the following reasons may be considered as being sufficient for the disqualification of a bidder and the rejection of their proposal or proposals:

1. More than one proposal for the same item from an individual, firm, or corporation under the same or different name.
2. Evidence of collusion among bidders.
3. Failure to supply complete information as requested by bid specifications.

II. **BID EVALUATION**

- A. Minimum Requirements - Evaluation of bids will be based on minimum requirements established by these specifications and compliance with conditions of the bid proposals. The City of Colstrip reserves the right to reject any and all bids, or to accept the bid deemed to be in the best interest of the City.

- B. Certification of Alteration or Erasure - A bid may be rejected if it contains any material alteration or erasures unless, before the bid is submitted, each such alteration and erasure is initialed.
- C. Exceptions - Any bid or proposal that takes exception to specifications or to contract terms set forth in the bid documents may be rejected.

III. AWARD OF BID

- A. Upon award of bid, the successful bidder must make payment and take possession of the bid item within 15 business days of award or the bid will be disqualified and the City may, at its option, sell the equipment to the next highest bidder. Payment must be made in cash, money order, or bank certified check made payable to the City of Colstrip. Once payment is made, the sale is final and no refunds or returns will be allowed. Item(s) will not be released to the successful bidder without an employee of the City of Colstrip on site. The City of Colstrip will not be responsible for delivery of the equipment.
- B. A tabulation of bids received and considered may be obtained by request to the office of the City Clerk/Treasurer. The request may be included with the bid or mailed separately to the City of Colstrip.