# NOTICE TO BIDDERS

Notice is hereby given that the Board of Commissioners of Hendricks County, Indiana, will receive sealed bids for products and supplies requested by the Highway Superintendent for the calendar year January 1, 2021 – December 31, 2021.

Sealed bids will be received at the office of the Board of Commissioners located on the first floor of the Hendricks County Government Center, 355 S. Washington Street, Danville, Indiana, no later than **9:00 am** local time, on **Tuesday, November 24, 2020.**

Any bids received after the above date and time will be returned unopened. Bids will be publicly opened and read aloud in the presence of those concerned and will be awarded on Tuesday, December 8, 2020 at the Commissioners meeting.

Bids on all matters subject to federal excise tax and manufacturing tax must be made exclusive of this tax.

The County Commissioners reserve the right to reject any or all bids as a whole, or in part, and to accept any part, or the entire bid, deemed most advantageous to the Hendricks County Highway Department and not subject to further recourse. The Commissioners may exercise the right, at their discretion, to waive any informalities, or technicalities, in the bidding, so long as the intent and purpose of this notice have been conformed with, and to re-advertise. Bidders must accept these conditions without exception when bidding.

Specifications for material listed shall conform to the Indiana Department of Transportation Standard Specifications Current Edition which is made a part of this requisition by reference thereof. All materials must come from a state approved source. All bids on materials not included or covered by the above specifications shall be accompanied by the bidder's specifications. Bid specifications may be obtained at the county highway garage, located at 930 E. Main Street, Danville, Indiana. A bid bond or certified check from an acceptable surety company shall be required to be filed with each bid from any person, firm, or corporation, made payable to the Hendricks County Treasurer for not less than ten percent 10% of the total amount of the quantity bid. Certified checks will be held until delivery of the product or successful completion of the contract for those receiving awards, and for those not receiving awards they will be returned after the awards are made. Certified checks are preferred.

Bids are to be enclosed in a sealed opaque envelope addressed to the Hendricks County Board of Commissioners with the name and place of business of the bidder stated on the envelope. They shall be marked "Bids for _____. (Example PIPE)

Once bids are submitted they may not be altered or withdraw for a period of sixty (60) days after the opening of the bids, providing the Board of Commissioners makes the award within the sixty (60) day period.

An escalation/de-escalation clause is permitted where applicable and shall have the following form:

Bidder shall decrease the contract unit price and have the right to increase the contract unit price in an amount equal to the bidder's decrease or increase in costs of materials and supplies occurring subsequent to the date on which such bid is submitted (hereafter referred to as "base date") to the Board having authority to award contracts. Any increase or decrease in the bidder's cost of materials and supplies after the base date shall be determined monthly and shall be verified by proper documents furnished to the responsible awarding Board which shall include proof of price to the bidder from the bidder's source of supply.

Bidder's may reserve the right to allocate its products to its customers in a fair and equitable manner if necessary due to the reduction of the allocation from the source of supply to the bidder in accordance with any directives for mandatory allocations issued by an appropriated agency of the Federal Government.

By: Phyllis A. Palmer Date: 10-27-2020

President, Board of Hendricks County Commissioners