

BY ORDER OF the Commissioners' Court of Jackson County, Texas, sealed bids will be received for:

ROLLER SHELVING & VINTAGE COURT CABINETS

Jackson County is accepting sealed bids for the sale of lots roller shelving and vintage court cabinets. **Minimum bid limits have been established.** Item bids submitted below the specified minimum bid limit will be rejected. Bids must be submitted in a sealed envelope and plainly marked:

"Bid For Shelving/Cabinets"

Jackson County Auditor's Office

411 N. Wells St., Room 201, Edna Texas 77957

All bids must be received no later than **"September 8, 2020 at 2:00 PM."** Immediately thereafter, bids received will be publicly opened. No late bids, faxed, emailed, or telephone bids will be accepted. The shelving and cabinets can be inspected behind the Jackson County Courthouse by the Depot. **"All bid proposals must be made on the bid proposal form supplied".**

Sales tax in the amount of 8.25% will be added to the bid price

**Jackson County
2020 ROLLER SHELVING & VINTAGE COURT
CABINETS
PROPOSAL FORM**

FIRM or INDIVIDUAL NAME: _____

CONTACT PERSON: _____

ADDRESS: _____

TELEPHONE: _____ E-MAIL: _____

SIGNATURE: _____

BID PRICING TABLE

ITEM	MINIMUM BID LIMIT	BID AMOUNT (Written out in Words)	BID AMOUNT (Written in Figures)
#1) 28 drawers/slots Material: Metal Height: 52" Width: 33" Depth: 18"	\$20.00		
#2) 24 drawers/slots Material: Metal Height: 53" Width: 33" Depth: 18"	\$20.00		
#3) 64 drawers/slots Material: Metal Height: 93" Width: 40" Depth: 14"	\$20.00		
#4) 64 open slots Material: Metal Height: 94" Width: 41" Depth: 14.5"	\$20.00		

#5) 64 drawers/slots Material: Metal Height: 93" Width: 40" Depth: 14"	\$20.00		
#6) 42 open slots Material: Metal Height: 94" Width: 42" Depth: 15"	\$20.00		
#7) 20 open slots Material: Metal Height: 96" Width: 23" Depth: 15.5"	\$20.00		
#8) 36 drawers Material: Metal Height: 72" Width: 36" Depth: 14.5"	\$20.00		
#9) 20 open slots Material: Metal Height: 96" Width: 21" Depth: 14"	\$20.00		
#10) 48 drawers Material: Metal Height: 94" Width: 31" Depth: 14.5"	\$20.00		
#11) 48 drawers Material: Metal Height: 94" Width: 30.5" Depth: 14"	\$20.00		
#12) 64 drawers Material: Metal Height: 90" Width: 40.5" Depth: 14"	\$20.00		

Description:

The above listed metal is being **sold “as is” with the minimum bid limits set forth in the bid pricing table.** Jackson County does not provide any type of warranty or guarantee either expressed or implied regarding the bid items. All items will be available for inspection behind the Jackson County Courthouse outside the Depot until the bid is awarded. All sealed bids must be received at The Jackson County Auditor’s Office, located at 411 N. Wells St., Room 201, Edna Texas 77957 prior to **September 8, 2020 at 2:00 PM.**

Upon award of bid, payment, and removal of the entire bid item from Jackson County premises must be completed within 10 business days of award or the bid will be disqualified. Sales tax in the amount of 8.25% will be added to the purchase price as required by the State of Texas. Payment must be made in cash, money order, or bank certified check made payable to the Jackson County Treasurer. 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 a Jackson County representative on site

I. INSTRUCTIONS TO BIDDERS

A. Preparation of Bid Proposal

1. The Bidder shall submit their bid amounts upon the proposal form furnished by Jackson County, page two of this invitation to bid. The Bidder shall specify the bid amount for each item bid; both written out in 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, together with the name of the state in which it is incorporated, and the names, titles, and business address of its presiding officers.

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 Jackson County, or otherwise specified, 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 both; written out in 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 **“Bid for Shelving/ Cabinets”** and addressed to the Jackson County Auditor’s Office at 411 N. Wells St., Room 201, Edna Texas 77957. 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 express written consent of Jackson County.

E. Public Opening of Proposals

1. Proposals will be opened and read publicly at the time and place indicated in the invitation for bids. Bidders, their authorized agents, and other interested parties are invited to be present.

F. Disqualification of Bidders - Either of the following reason 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 the specifications, compliance with conditions of the bid proposals, bidder responsibility, and ethical practice. Jackson County reserves the right to reject any and all bids, or to accept the bid deemed to be in the best interest of Jackson County.

- 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 AND EXECUTION OF CONTRACT

A. Award of Contract

- 1. If a contract is to be awarded, the award will be made to the highest responsible and qualified bidder whose proposal complies with all the requirements prescribed in the bid specifications page(s) and bid evaluation section of this document, as soon as practical after the bid opening. No bid shall be withdrawn for a period of (30) thirty days subsequent to the opening of bids, without the consent of Jackson County. The successful bidder will be notified, at the address listed on the proposal that the bid has been accepted.

B. Cancellation of Award

- 1. Jackson County reserves the right to cancel the award of any contract at any time before the execution of such contract by all parties without any liability against the County.

C. Bid Information

- 1. A tabulation of bids received and considered prior to award may be obtained by request to the Jackson County Auditor's Office. The request may be included with the bid or mailed separately to the County.

County of Jackson, Texas

BIDDER/PROPOSER’S SDNs/BLOCKED PERSONS AFFIRMATION

NOTE: FAILURE TO SIGN AND RETURN THIS FORM WITHIN 10 DAYS OF THE AWARDED BID MAY RESULT IN THE TERMINATION OF ANY RESULTING PURCHASE ORDER OR CONTRACT.

1. Pursuant to 44 CFR Part 13.35, the Bidder/Proposer, hereby affirms that Bidder/Proposer:

(Please check all that are applicable)

_____ Is **not** excluded from doing business at the federal level.

_____ Is **not** listed as Specially Designated Nationals (SDN)s/Blocked Persons (individuals and companies owned or controlled by or acting for or on behalf of targeted Countries; or individuals, groups and entities, such as terrorists and narcotics traffickers designated under programs that are not country-specific).

2. Pursuant to Government Code Chapter 2270, Subtitle F and Government Code Chapter 2252, the Bidder/Proposer hereby affirms that Bidder/Proposer:

_____ Does **not** boycott Israel or invest in companies that boycott Israel

_____ Does **not** conduct business with Iran, Sudan, or a foreign terrorist organization

The County of Jackson may not make procurement transactions with SDNs/Blocked Persons, companies that boycott Israel and/or companies that conduct business with any known terrorist organization. By signing below the authorized official does hereby depose and verify the truthfulness and accuracy of the contents and the statements on this certification.

Proposer/Respondent Name	Company	_____
Proposer (Signature)		_____ Date _____
Proposer (Print Name)		_____
Title/Position with Company		_____