

ADVERTISEMENT FOR CONSTRUCTION OF AN ACCOUNTS RECEIVABLE COUNTER

The City of Bay City will receive proposals for construction of a counter in the Accounts Receivable Department.

Sealed proposals with original bid deposit documents will be received at the City of Bay City Purchasing Department, City Hall, 301 Washington Avenue, Bay City, until 2:00 p.m., Eastern Time on Wednesday, March 3, 2010 at which time bids will be opened and publicly read aloud.

Each sealed envelope containing a bid must be plainly marked on the outside as **Accounts Receivable Counter Bid # 10-0303** and the envelope should bear on the outside the name and address of the bidder. All bids will be publicly opened and read aloud for the Accounts Receivable Counter Bid #10-0303, in Conference Room 301, all in accordance with the Bidding documents, and as otherwise set for herein.

There will be a MANDATORY pre-bid meeting on Tuesday, February 16, 2010 at 10:00 a.m. at City Hall, 301 Washington Avenue, Room 301, Bay City, MI. This meeting must be attended in order to submit a bid. Bids will not be accepted unless bidders have attended the MANDATORY PRE-BID MEETING.

ACCESS TO BIDDING DOCUMENTS

Bidding documents are on file at the following locations and are available for the review:

Wigen Tincknell Meyer & Associates, Inc.
City of Bay City, Purchasing Department

THE CITY OF BAY CITY NOW PROVIDES BIDDING DOCUMENTS ELECTRONICALLY.

For copies of the bidding documents, please e-mail the Purchasing Department at Purchasing@baycitymi.org to request access (i.e. instructions and guest password) to download documents. When requesting instructions please include the company's name, mailing address, and contact information.

Each proposal must be accompanied by a certified check or bid bond, by a recognized surety company, in the amount of five percent (5%) of the bid. After the time of opening, no bid may be withdrawn for a period of sixty (60) days.

Attention is called to the fact that not less than the minimum salaries and wages as set forth in the contract documents must be paid on this project, and the contractor must ensure that employees and applicants for employment are not discriminated against because of their race, color, religion, sex or national origin.

The City of Bay City has absolutely reserved the right and prerogative to reject any or all bids as well as to waive any irregularities and informalities. The award of the contract, if it is awarded, will be to a responsible and responsive Bidder whom the City Commission, in its sole discretion and judgment, determines will be in the best interest of the City of Bay City, and which will not exceed the funds available for the project.

CITY OF BAY CITY