

MUSKOGEE County, Oklahoma

COUNTY PURCHASING OFFICE

400 W BROADWAY, SUITE 110

MUSKOGEE, OKLAHOMA 74401

Phone Number (918) 682-2169

Invitation to Bid

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE
RELATING TO SUBMISSION OF THIS BID.
Notarized Affidavit completions and signature required on reverse side.

Date Issued September 9th, 2024

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BID NUMBER

#17

BID CLOSING DATE AND HOUR

09/30/2024 9:30am

REQUIRED DELIVERY DATE

(Days after award of Purchase Order)

Date of Delivery

TERMS

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			<p>Muskogee County Commissioners are now accepting bids for: construction in the land records department</p> <p>To view the area and take measurements come by Monday - Friday 8:30am to 4:30pm</p> <p>Please make sure the terms and conditions are notarized.</p> <p>Bids MUST be time stamped at the County Clerk's office NO later than 9:30am 09/30/2024.</p> <p>If you have any question, please don't hesitate to contact me 918-682-2169 work, 918-781-9092 cell</p>		

TERMS and CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, 400 W BROADWAY, SUITE 010
MUSKOGEE, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by MUSKOGEE County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until 09/30/2024 (Date) 9:30am

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say the he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day
of _____, 20____ (SEAL)

Firm: _____

My commission expires _____ Signed by: _____
(Manual Signature of Undersigned)

Address: _____ Phone: _____
Zip: _____

NOTARY PUBLIC (CLERK OR JUDGE)

In accordance with 62 O.S. § 310.9

NOTE: Other terms and conditions can be added at the discretion of the county officers.

Counter to be cut down and moved to the opposite side,
with a new countertop

Island Counter to be stained/painted with new countertop

Filing Counter stained/painted on public and
employee side with new countertop

New table height counter for public

Shelves to be built on filing counter side

4 Doors to be stained/painted

Walls to be painted

Colors will need to be pre-approved.

Work will need to be done on the weekend (s) or after 4:30pm

If interested, please come by between 8am and 4:30pm
in order to measure and go over what needs to be done.

Please make sure the terms and conditions are notarized.

Bids MUST be time stamped at the County Clerk's office
NO later than 9:30am 09/30/2024.

Payment will be made in full when job is finished.