



COUNTY OF MARION, SOUTH CAROLINA

Marion County Roofing Project For Beeson Building

Bid No. 2019 12

Marion County Administration
2523 E Hwy 76
Marion, South Carolina 29571

Bid Specifications

OCTOBER 24, 2019

INSTRUCTIONS TO BIDDERS

1. This folder includes the following:
 - (a) Cover Sheet
 - (b) Instructions to Bidder
 - (c) Specifications
 - (d) Bid Forms

2. Each bid proposal must be submitted in a sealed envelope, so marked as to indicate its contents without being opened. Bid proposals will be examined immediately after opening and bids tabulated with said tabulation being made available to all participating. It is not the practice to award any bid until the Staff Accountant and the Administrator along with any other county personnel have had ample time to review each bid proposal. The award however will be made after this has been presented to County Council in regular session at the earliest possible date. No bid proposal may be withdrawn for thirty (30) days. Mail delayed beyond the date and hour set for bid opening will not be considered/accepted.

3. The bid shall be awarded to the most responsible and responsive bidder meeting County's specifications, taking into consideration the following: superior quality, price, time of delivery, adequate service, guarantees and past performance of bidder on previous orders.

RESPONSIBLE BIDDER means a person/firm who has the capability to perform fully the contract requirements and the integrity and reliability to perform fully the contract requirement which will assure good faith performance. All items 1 through 10 inclusively must be completed by one bidder - bidder may subcontract if necessary.

RESPONSIVE BIDDER means a person/firm who has submitted a bid which conforms in all material respects to Invitation-To-Bid.

4. **Brand Names** The specifications contained herein may in some cases, refer to brand names. Brand names and numbers, if used, are used only to set forth and convey prospective bidders, the general style, type, character or quality of the item/equipment or services desired.

5. **Deviation** Any deviation from the specifications must be noted in detail on the returned bid proposal form by **attaching** a sheet listing them. Absence of this specification deviation sheet will hold the bidder strictly accountable to the specifications as written here in. **Failure** to submit this document of specification deviation shall be grounds for rejection of these items.
6. **Changes** Any changes in specifications after the contract has been awarded, must be with the written consent of the Staff Accountant or County Administrator; otherwise the responsibility for such changes lies with the vendor.
7. **Information** Questions concerning bid requirements should be directed to the Personnel Director by calling (843) 423-8201. All changes in specifications shall be in writing and furnished to all bidders. All verbal information obtained otherwise, will not be considered in the awarding of the bid.
8. **Inspection/Acceptance** Shall be conducted by the County Administrator and the Public Works Director.
9. **The County of Marion reserves the right to accept or reject in whole or in part, such bids as appears in its judgment, to be in the best interest of the County.**
10. **Payment Terms** Payment will be made on normal procedures as soon after successful bidder has fully complied with contract as possible
11. Bid price should include shipping, handling and all applicable sales tax.
12. **Submit with sealed bid certificate of liability insurance, workers' compensation insurance, W-9 and business license.**
13. **Awarded bidder must apply for Marion County business license before performing any service(s).**

BID PROPOSAL FORM

FOR

INVITATION-TO-BID NO. 2019- 12

Ladies and Gentlemen:

The undersigned, as bidder, hereby declares that this bid is made without connection with any other persons, companies or parties making a similar bid. It is in all respects in good faith without collusion or fraud. The bidder has carefully examined the preceding documents and hereby states that he/she will furnish the materials listed on the previous pages.

Price: _____

Date: _____

Name of Bidder

Bidders Address

Bidders Telephone No.

Signature

Bid specifications attached

INVITATION FOR BIDS

Sealed Bids will be received by the Owner and/or Architect until 2:00 p.m. for **ROOFING PROJECT PLANS FOR THE BEESON BUILDING (D.H.E.C.), 206 AIRPORT COURT, MARION, SOUTH CAROLINA**, on Thursday, November 14, 2019 at 10 AM, in the Conference Room of Marion County Administration Building, 2523 Hwy. 76, Marion, South Carolina.

MANDATORY PRE-BID CONFERENCE: *ALL contractors interested in submitting a bid on this project MUST attend the Mandatory Pre-Bid Conference to be held on Thursday, October 31, 2019, at 10 AM, at the Beeson Building site, 206 Airport Court, Marion SC.*

Plans and specifications will be available for inspection by interested Bidders at the office of F W Architects, Inc., 1550 W. Evans Street, Florence, SC. 29501. Telephone number: 843-662-9961. The email address for the project architect, Dennis Ward, FAIA is: dward@fw-architects.com

Qualified General Contractors licensed to do business in South Carolina may obtain a digital copy of the Drawings and Specifications from the Architect. The Owner/Architect requires that each contractor submit a resume of his building experience with regard to this type of construction. This written resume should include a list of similar type projects with the amount of his respective contract for review by the Owner/Architect. This resume should be submitted by the General Contractor or Subcontractor when the plan payment is submitted to the Architect's office.

A five percent (5%) Bid Bond and one hundred percent (100%) Performance/Payment Bond are required.

Bids will be binding for a period of thirty (30) calendar days following the date on which Bids are opened.

Bids must comply with the Laws of the State of South Carolina, conditions of the Specifications, and must be made on the form provided enclosed in an opaque envelope bearing the name and address of the Bidder, his Bidder's License Number, and his General Contractor's Number, and marked with project name as listed above.

THE OWNER RESERVES THE RIGHT TO ACCEPT OR REJECT, IN WHOLE OR IN PART, SUCH BID PROPOSAL(S) AS APPEAR IN ITS JUDGEMENT, NOT TO BE IN THE BEST INTEREST OF THE OWNER.

SPECIAL NOTE: Disadvantaged business enterprises will be afforded full opportunity and are encouraged to submit a bid in response to this request. Respondents to this request will not be discriminated against on the basis of race, color, sex, religion, age or national origin in consideration of the award.