



Request For Bid (RFB)

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390
Email: mridgway@boonecountymo.org

Bid Data

Bid Number: 66-12NOV02
Commodity Title: Law Enforcement Uniform and Equipment Term and Supply

DIRECT BID FORMAT OR SUBMISSION QUESTIONS TO THE PURCHASING DEPARTMENT

Bid Submission Address and Deadline

Day / Date: TUESDAY – NOVEMBER 12, 2002
Time: 1:25 P.M. (Bids received after this time will be returned unopened)
Location / Mail Address: **Boone County Purchasing Department
Boone County Johnson Building
601 E. Walnut, Room 209
Columbia, MO 65201**

Directions: The Johnson Building is located on the Northeast corner at 6th St. and Walnut St. Enter the building from the East Side. Wheel chair accessible entrance is available on the West side of the building.

Bid Opening

Day / Date: TUESDAY – NOVEMBER 12, 2002
Time: 1:30 P.M.
Location / Address: **Boone County Johnson Building Conference Room
601 E. Walnut, Room 213
Columbia, MO 65201**

Bid Contents

- 1.0: **Introduction and General Terms and Conditions of Bidding**
- 2.0: **Primary Specifications**
- 3.0: **Response Presentation and Review**
- 4.0: **Response Form
Attachment A
Standard Terms and Conditions**

1. Introduction and General Conditions of Bidding

- 1.1. **INVITATION** - The County of Boone, through its Purchasing Department, invites responses, which offer to provide the goods and/or services identified on the title page, and described in greater detail in Section 2.
- 1.2. **DEFINITIONS**
- 1.2.1. **County** - This term refers to the County of Boone, a duly organized public entity. It may also be used as a pronoun for various subsets of the County organization, including, as the context will indicate:
Purchasing - The Purchasing Department, including its Purchasing Director and staff.
Department(s) or Office(s) - The County Department/s or Office(s) for which this Bid is prepared, and which will be the end user(s) of the goods and/or services sought.
Designee - The County employee(s) assigned as your primary contact(s) for interaction regarding Contract performance.
- 1.2.2. **Bidder / Contractor / Supplier** - These terms refer generally to businesses having some sort of relationship to or with us. The term may apply differently to different classes of entities, as the context will indicate.
Bidder - Any business entity submitting a response to this Bid. Suppliers, which may be invited to respond, or which express interest in this bid, but which do not submit a response, have no obligations with respect to the bid requirements.
Contractor - The Bidder whose response to this bid is found by Purchasing to meet the best interests of the County. The Contractor will be selected for award, and will enter into a Contract for provision of the goods and/or services described in the Bid.
Supplier - All business(s) entities which may provide the subject goods and/or services.
- 1.2.3. **Bid** - This entire document, including attachments. A Bid may be used to solicit various kinds of information. The kind of information this Bid seeks is indicated by the title appearing at the top of the first page. An "Invitation For Bid" is used when the need is well defined. An "Invitation For Proposal" is used when the County will consider solutions, which may vary significantly from each other or from the County's initial expectations.
- 1.2.4. **Response** - The written, sealed document submitted according to the Bid instructions.
- 1.3. **BID CLARIFICATION** - Questions regarding this Bid should be directed in writing, preferably by fax or e-mail, to the Purchasing Department. Answers, citing the question asked but not identifying the questioner, will be distributed simultaneously to all known prospective Bidders. Note: Written requirements in the Bid or its Amendments are binding, but any oral communications between County and Bidder are not.
- 1.3.1. **Bidder Responsibility** - The Bidder is expected to be thoroughly familiar with all specifications and requirements of this Bid. Bidder's failure or omission to examine any relevant form, article, site or document will not relieve them from any obligation regarding this Bid. By submitting a Response, Bidder is presumed to concur with all terms, conditions and specifications of this Bid.
- 1.3.2. **Bid Amendment** - If it becomes evident that this Bid must be amended, the Purchasing Department will issue a formal written Amendment to all known prospective Bidders. If necessary, a new due date will be established.
- 1.4. **AWARD** - Award will be made to the Bidder(s) whose offer(s) provide the greatest value to the County from the standpoint of suitability to purpose, quality, service, previous experience, price, lifecycle cost, ability to deliver, or for any other reason deemed by Purchasing to be in the best interest of the County. Thus, the result will not be determined by price alone. The County will be seeking the least costly outcome that meets the County needs as interpreted by the County.
- 1.5. **CONTRACT EXECUTION** - This Bid and the Contractor's Response will be made part of any resultant Contract and will be incorporated in the Contract as set forth, verbatim.
- 1.5.1. **Precedence** - In the event of contradictions or conflicts between the provisions of the documents comprising this Contract, they will be resolved by giving precedence in the following order:
1) the provisions of the Contract (as it may be amended);
2) the provisions of the Bid;
3) the provisions of the Bidder's Response.
- 1.6. **CONTRACT PERIOD** - Any Term and Supply Contract resulting from this Bid will have an initial term of one (1) year, but may be automatically renewed for an additional two (2) years unless canceled by either party commencing with execution of Contract (or on another mutually agreeable start date.)
- 1.7. **COMPLIANCE WITH STANDARD TERMS AND CONDITIONS** - Bidder agrees to be bound by the County's standard "boilerplate" terms and conditions for Contracts, a sample of which is attached to this Bid.

2. Primary Specifications

- 2.1. **ITEMS TO BE PROVIDED** – Term and Supply contract to furnish Law Enforcement Uniforms and Equipment. This will be a multi-vendor award. It is the County's **preference** to award by group. The County realizes this may be impossible for some or all groups. Price compared to convenience of one vendor per group will be evaluated and award will be based on the best value to the County. Vendors are encouraged to bid on those items they can provide, and are not required to bid on all items requested.
- 2.1.1. **Contract Duration** - The contract shall be effective from the date of issuance through December 31, 2003. This contract is subject to renewal annually for two (2) additional one (1) year periods following expiration of the first contract period.
- 2.1.2. **Contract Extension** - The County Purchasing Director may exercise the option to extend the contract on a month to month basis for a maximum of 6 months from the date of termination if it is deemed to be in the best interest of Boone County.
- 2.1.3.. **Contract Documents** - The successful bidder(s) shall be obligated to enter into a written contract with the County within 30 days of award on contract forms provided by the County. If bidders desire to contract under their own written agreement, any such proposed agreement shall be submitted in blank with their bid. County reserves the right to modify any proposed form agreement or withdraw its award to a successful bidder if any proposed agreement contains terms and conditions inconsistent with its bid or are unacceptable to county legal counsel.
- 2.1.4. **Quantity** - All orders will be made based on need. Boone County reserves the right to deviate from the estimated quantities listed in section four of this request.
- 2.2. **ADDITIONAL INSTRUCTIONS AND CONDITIONS**
- 2.2.1. A sample of all materials for shirts, trousers, and jackets must be submitted with the bid along with pictures/descriptive literature of all items covered by this bid. Samples of specific uniform items may be requested before final award is made. Failure to include samples could cause a bid to be considered non-responsive and not considered for award. Upon request, samples will be returned to the bidder at no cost to the bidder.
- 2.2.2. All items upon purchase will be labeled with officer's name, size and date of purchase with indelible ink that will remain and not wash out during the life of the garment..
- 2.2.3. Vendors requesting substitute products wherever a specific manufacturer or model number is referenced must provide certification that the item submitted meets or exceeds the minimum specifications. Submission of technical product information at the time of request is required. Written verification of any substitutes must be requested 5 days prior to bid opening. Written requests should be sent to the Boone County Purchasing Department, 601 E. Walnut, Room 209, Columbia, Missouri, 65201, Facsimile Number 573-886-4390. Faxed requests and responses are acceptable for substitution approval only. Substitutions are not allowed when noted in Section four of this request.
- 2.2.4. Uniforms should be guaranteed for one year against fraying, loose stitching and tearing under normal day to day use.
- 2.2.5. Evaluation of uniforms will be based upon fabric grades, fabric quality, stitching, general construction, cost and delivery.
- 2.3. **Bid Clarification** - Any questions or clarifications concerning bid documents should be addressed to Marlene Ridgway, Buyer, 601 E. Walnut, Room 209, Columbia, Missouri 65201. Phone: (573) 886-4392 Fax: (573) 886-4390 or Email: mridgway@boonecountymo.org
- 2.4. **Designee** –Boone County Sheriff's Department, 2121 County Dr., Columbia, MO 65201
- 2.5. **Delivery Terms:** FOB Destination – Boone County Sheriff's Department, 2121 County Dr., Columbia, MO 65201. Any deliveries shall be made FOB Destination with freight charges fully included and prepaid. The seller pays and bears the freight charges.
- 2.5.1. The County of Boone reserves the right to accept or reject any and all bids in the best interest of the County.

3. Response Presentation and Review

- 3.1. **RESPONSE CONTENT** - In order to enable direct comparison of competing Responses, Bidder must submit Response in strict conformity to the requirements stated herein. Failure to adhere to all requirements may result in Bidder's Response being disqualified as non-responsive. All Responses must be submitted using the provided Response Sheet. Every question must be answered and if not applicable, the section must contain "N/A." Manufacturer's published specifications for the items requested shall be included with the response.
- 3.2. **SUBMITTAL OF RESPONSES** - Responses MUST be received by the date and time noted on the title page under "Bid Submission Information and Deadline". NO EXCEPTIONS. The County is not responsible for late or incorrect deliveries from the US Postal Service or any other mail carrier.
- 3.2.1. **Advice of Award** - If you wish to be advised of the outcome of this Bid, the results may also be viewed on our web page www.showmeboone.com.
- 3.3. **BID OPENING** - On the date and time and at the location specified on the title page, all Responses will be opened in public. Brief summary information from each will be read aloud, and any person present will be allowed, under supervision, to scan any Response.
- 3.3.1. **Removal from Vendor Database** - If any prospective Bidder currently in our Vendor Database to whom the Bid was sent elects not to submit a Response and fails to reply in writing stating reasons for not bidding, that Bidder's name may be removed from our database. Other reasons for removal include unwillingness or inability to show financial responsibility, reported poor performance, unsatisfactory service, or repeated inability to meet delivery requirements.
- 3.4. **RESPONSE CLARIFICATION** – The County reserves the right to request additional written or oral information from Bidders in order to obtain clarification of their Responses.
- 3.4.1. **Rejection or Correction of Responses** – The County reserves the right to reject any or all Responses. Minor irregularities or informalities in any Response which are immaterial or inconsequential in nature, and are neither affected by law nor at substantial variance with Bid conditions, may be waived at our discretion whenever it is determined to be in the County's best interest.
- 3.5. **EVALUATION PROCESS** – The County's sole purpose in the evaluation process is to determine from among the Responses received which one is best suited to meet the County's needs at the lowest possible cost. Any final analysis or weighted point score does not imply that one Bidder is superior to another, but simply that in our judgment the Contractor selected appears to offer the best overall solution for our current and anticipated needs at the lowest possible cost.
- 3.5.1. **Method of Evaluation** – The County will evaluate submitted Responses in relation to all aspects of this Bid.
- 3.5.2. **Acceptability** – The County reserves the sole right to determine whether goods and/or services offered are acceptable for County use.
- 3.5.3. **Endurance of Pricing** – Bidder's pricing must be held until contract execution or 60 days, whichever comes first.

4. **Response Form – Submit three (3) complete copies of your Response in a single sealed envelope, clearly marked on the outside, left corner with your company name and return address, the bid number and the due date and time.**

4.1. Company Name: _____

4.2. Address: _____

4.3. City/Zip: _____

4.4. Phone Number: _____

4.5. Fax Number: _____

4.6. Federal Tax ID: _____

4.6.1. () Corporation

() Partnership - Name _____

() Individual/Proprietorship - Individual Name _____

() Other (Specify) _____

4.7. **Delivery After Receipt of Order:** _____

4.8. The undersigned offers to furnish and deliver the articles or services as specified at the prices and terms stated and in strict accordance with all requirements contained in the Request for Bid which have been read and understood, and all of which are made part of this order.

4.8.1. Authorized Representative (Sign By Hand):

4.8.2. Type or Print Signed Name:

4.8.3. Date: _____

4.9. Will you honor the submitted prices for purchase by other entities in Boone County who Participate in cooperative purchasing with Boone County, Missouri? _____ Yes _____ No

4. **Response Form (cont.)**

4.10 **PRICING**

ITEM DESCRIPTION

UNIT PRICE

QTY

EXTENSION

4.11. **CLOTHING**

4.11.1. **Long Sleeve Shirts - Material content to be 65% dacron polyester and 35% rayon 10 ounce One Ply Tropical weave. Elbeco Duty Plus or Better Quality.**

MEN'S SIZES

\$ _____ 60 \$ _____

- Color Silver Tan.
- 2 front & 3 back permanent military creases.
- Front of the shirt with center facing 1 1/2" wide from the collar to the bottom of the shirt.
- 6 center vertical buttons. Button side shall be lined.
- 2 breast pockets with mitered corners, 5 5/8" to 6" long with box stitching on top and bottom.
- Left pocket shall have a pencil opening.
- Badge Tab to be included and reinforced on inside of the shirt.
- Shoulder straps pointed at the end toward the neck fastened with one button. The shoulder end sewn into the sleeve head seam.
- Patches and chevrons to be attached by successful vendor.
- Sample MUST be attached.

WOMEN'S SIZES

\$ _____ 20 \$ _____

STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL

\$ _____

4.11.2. **Short Sleeve Shirts - Material content to be 65% dacron polyester and 35% rayon 10 ounce One Ply Tropical weave. Elbeco Duty Plus or Better Quality.**

MEN'S SIZES

\$ _____ 60 \$ _____

- Color Silver Tan.
- 2 front & 3 back permanent military creases.
- Front of the shirt with center facing 1 1/2" wide from the collar to the bottom of the shirt.
- 6 center vertical buttons. Button side shall be lined.
- 2 breast pockets with mitred corners, 5 5/8" to 6" long with box stitching on top and bottom.
- Left pocket shall have a pencil opening.
- Badge Tab to be included and reinforced on inside of the shirt.
- Shoulder straps pointed at the end toward the neck fastened with one button. The shoulder end sewn into the sleeve head seam.
- Patches and chevrons to be attached by successful vendor.
- Sample MUST be attached.

WOMEN'S SIZES

\$ _____ 20 \$ _____

STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL

\$ _____

4.11.3. **Clip on Ties**

- Color Brown
- 2 lengths – 18 inches and 22 inches
- Button Hole feature to hold tie in place
- Tie width at widest point should be 3"

REGULAR SIZE

80 \$ _____

\$ _____

EXTRA LONG

20 \$ _____

\$ _____

4. **Response Form (Cont.)**

	ITEM DESCRIPTION	UNIT PRICE	QTY	EXTENSION
4.11.3.	<p>Regulation Turtleneck Shirt – Pullover type turtleneck with side seams, full neck heights and long sleeves. Suggested manufacturer is Elbeco or equal.</p> <ul style="list-style-type: none"> -Color to match Brown shade #62715 -Body material to 1 x 1 Jersey Knit consisting of 100% combined cotton. -Collar and neck material to be 1 x 1 Rib Knit consisting of 95% cotton and 5% Lycra. -Body, collar and neck material shall be properly finished to resist pilling. -Sleeves to be set-in type with Rib Knit cuffs. -All stitches, seams and stitching shall conform to FED-STD-751. -Sample MUST be attached. 	<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p> <p>\$ _____</p>	90	\$ _____
4.11.4.	<p>Trousers Made to Measure (Male/Female) - Battle Uniform Made to measure or equal</p> <ul style="list-style-type: none"> - Snug-tex waistband. - 55% Dacron polyester and 45% wool blend 16 ½ oz. - Modified Military Dress cut from up to date men’s trouser patterns. Plain front. 2 inch waistband to be finished in an open manner for ease in alteration. No raw edges or serging on curtain edges and finish with a min. 2 ½ inch outlet. - Heavy duty zipper with memory lick. French fly to be separate pieces finishing 2 ¼” x 2 ¾” including button hole. -4 pockets – 2- ¼ top pockets and 2-hip pockets with a button on left hip pocket. - 7 Keystone belt loops. Each loop to be 1 ½” wide x 2” long. -1/8” gold striping sewn into the outer seam of pant running from bottom of front pocket down with no visible stitches. A top stitched strip will not be acceptable. -Color: Brown 	<p>MEN’S SIZES</p> <p>WOMEN’S SIZES</p> <p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p> <p>\$ _____</p>	109	\$ _____
4.11.5.	<p>Weather-Tech and Waterproof Duty Jacket I. Spiewax Style #1775 or Better.</p> <ul style="list-style-type: none"> -Waist length with split waistband to allow for side vent zippers, a 2 way zipper under a double fly front. -Permanent epaulets and 2 inverted pleated pockets. -Sleeves shall be 3 pieces to form a box armhole. -Shell shall be waterproof and breathable. -Liner shall be fully removable with a non-piling fleece body with nylon sleeves. -Liner shall attach with 2 front zippers and snaps at the neck and cuffs. -Shell fabric shall be treated with Teflon rain and stain finish. -Emblems to be attached by successful vendor. - Sample MUST be attached. 	<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p> <p>\$ _____</p>	20	\$ _____

4. **Response Form (Cont.)**

	ITEM DESCRIPTION	UNIT PRICE	QTY	EXTENSION
4.11.6.	<p>Long Sleeve Correction Officer 100% Cotton Pique Polo Shirt Seapalms #800/#8200 or Better. Most shirts to be ordered at one time. Throughout the term of the contract, approximately four (4) per year are ordered separately.</p> <ul style="list-style-type: none"> -Machine Washable. Color to be Ash. -Department emblem embroidered with rank and years of service stars on front left chest. - Sample MUST be attached. 	\$ _____	70	\$ _____
				<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p>
		\$ _____		
4.11.7.	<p>Short Sleeve Correction Officer 100% Cotton Pique Polo Shirt Seapalms #800/#8200 or Better. . Most shirts to be ordered at one time. Throughout the term of the contract, approximately four (4) per year are ordered separately.</p> <ul style="list-style-type: none"> -Machine Washable. Color to be Ash. -Department emblem embroidered with rank and years of service stars on the front left chest. - Sample MUST be attached. 	\$ _____	70	\$ _____
				<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p>
		\$ _____		
4.11.8.	<p>Correction Officer Trousers 45% Poly-twill and 55% Cotton - Style B.D.U. Combat Trousers. Manufacturer Blauer or Better. COTTON RIPSTOP NOT ACCEPTABLE</p> <ul style="list-style-type: none"> -6 pocket. Pocket fabric must be extra sturdy to handle heavy use without tearing. -Button fly. -Drawstring or zipper pant leg. -Double knee and seat construction. -Machine Washable. -Sizes extra small to 3X large. -Color to be Black. - Sample MUST be attached. 	\$ _____	70	\$ _____
				<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p>
		\$ _____		

4. **Response Form (Cont.)**

	ITEM DESCRIPTION	UNIT PRICE	QTY	EXTENSION
4.11.9.	<p>Correction Officer Short Field Jacket to be Summit Duty Jacket or Better.</p> <ul style="list-style-type: none"> -Windproof and Waterproof. -360 degree Telescopic Sleeve System provides full arm extension and action without sleeve or body "pull up." -Genuine leather-trimmed adjustable cuffs with convertible Scotchlite reflective trim. -Fully machine washable. -Hidden sleeve access zipper for emblem attachment. -26" waist length styling. -Zip-out full liner with Thinsulate Insulation, bi-swing for warmth without bulk and freedom of movement. -Double storm front with concealed snaps and two-way Delrin zipper for added protection. -Detachable military-style epaulets. -Multiple inner pockets for additional security storage. -Snap attachment holds liner sleeves in place. -Separate elastic shirred waistband. -Size range X-small to 3X Large. - Sample MUST be attached. 	\$ _____	20	\$ _____
				<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p> <p>\$ _____</p>
4.11.10.	<p>Stratton Winter Felt Uniform Hat</p> <ul style="list-style-type: none"> -Construction must be equal to or better than the Stratton S68 Special also listed as the F-40 Campaign Style Felt Hat. -2 piece behind the head strap and 1 piece around the top leather swivel hat strap to be included with each. -Color Brown 	\$ _____	20	\$ _____
4.11.11.	<p>Stratton Summer Straw Uniform Hat</p> <ul style="list-style-type: none"> -Construction must be equal to or better than the Stratton S-40DB hat also known as the Campaign Style or Montana Peak Summer Straw Hat. -2 piece behind the head strap and 1 piece around the top leather swivel hat strap to be included with each. -Color Brown 	\$ _____	20	\$ _____
4.11.12.	<p>Reversible Raincoat – Pro-Tuff RW167 or Equal</p> <ul style="list-style-type: none"> -Construction must be equal to or better than the Pro-Tuff RW167. -Features include a brass zipper, storm flap on both sides, badge eyelets and splash pockets. -Color black/orange. 	\$ _____	20	\$ _____
				<p>STANDARD OVERSIZE CHARGE. COST PER INCREMENTAL SIZE OVER XXL</p> <p>\$ _____</p> <p>—</p>

4. **Response Form (Cont.)**

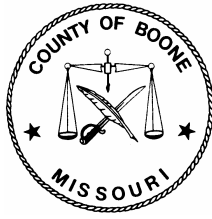
	ITEM DESCRIPTION	UNIT PRICE	QTY	EXTENSION
4.8. ACCESSORIES				
4.12.1.	Patches - Department uniform emblem (patches). Patch measures 3 6/8" long and 2 1/2" wide with a fabric back and embroidery for lettering, State of Missouri Seal and patch edges. Fabric back is brown, lettering and edges are gold, State seal contains white, blue, gold, brown and red. The patch appears to be backed with a heat seal. Any vendor interested in reviewing an actual patch can contact the Boone County Purchasing Department. A photocopy of the patch is attached.	\$ _____	1,000	\$ _____
	Price for ordering over 1,000	\$ _____		
4.12.2.	Patches – Corrections Division - Department uniform emblem (patches). Patch measures 3 6/8" long and 2 1/2" wide with a fabric back and embroidery for lettering, State of Missouri Seal and patch edges. Fabric back is black, lettering and edges are silver. State seal contains white, blue, gold, brown and red. The patch appears to be backed with a heat seal. Any vendor interested in reviewing an actual patch can contact the Boone County Purchasing Department. A photocopy of the patch is attached.	\$ _____	500	\$ _____
	Price for ordering over 1,000	\$ _____		
4.12.3.	Collar Brass Blackington #7/HG or Better -State seal with clutch back fastener. -Hi-glo finish.	\$ _____	20	\$ _____
4.12.4.	Badges Blackington #748 or Better -Hi-glo 7 point badge with full color. -Hard stoned enamel seal and hard flowed enamel lettering with safety catch.	\$ _____	10	\$ _____
4.12.5.	Wallet Badge Blackington #748 or Better -Hi-glo 7 point badge with full color. -Hard stoned enamel seal and hard flowed enamel lettering with safety catch.	\$ _____	10	\$ _____
4.12.6.	Hat Badge Blackington A2687W or Better.	\$ _____	10	\$ _____
4.12.7.	Whistle Chains Gemsco #00264100 or Better.	\$ _____	36	\$ _____
4.12.8.	Nylon Hand Cuff Case Uncle Mike’s Lot #8835-1 -Velcro Closure	\$ _____	20	\$ _____

ATTACHMENT A

Actual Size

Item # 4.12.1. and 4.12.2.





Standard Terms and Conditions

Boone County Purchasing
601 E. Walnut, Room 209
Columbia, MO 65201

Marlene Ridgway, Buyer
573/886-4392 - FAX 573/886-4390

1. Responses shall include all charges for packing, delivery, installation, etc., (unless otherwise specified) to the Boone County Department identified in the Request for Quotation and/or Proposal.
2. The Boone County Commission has the right to accept or reject any part or parts of all bids, to waive technicalities, and to accept the offer the County Commission considers the most advantageous to the County. Boone County reserves the right to award this bid on an item-by-item basis, or an "all or none" basis, whichever is in the best interest of the County.
3. Bidders must use the bid forms provided for the purpose of submitting bids, must return the quotation and bid sheets comprised in this bid, give the unit price, extended totals, and sign the bid.
4. When products or materials of any particular producer or manufacturer are mentioned in our specifications, such products or materials are intended to be descriptive of type or quality and not restricted to those mentioned.
5. Do not include Federal Excise Tax or Sales and Use Taxes in bid process, as law exempts the County from them.
6. The delivery date shall be stated in definite terms, as it will be taken into consideration in awarding the bid.
7. The County Commission reserves the right to cancel all or any part of orders if delivery is not made or work is not started as guaranteed. In case of delay, the Contractor must notify the Purchasing Department.
8. In case of default by the Contractor, the County of Boone will procure the articles or services from other sources and hold the Bidder responsible for any excess cost occasioned thereby.
9. Failure to deliver as guaranteed shall disqualify Bidder from future bidding.
10. Prices must be as stated in units of quantity specified, and must be firm. Bids qualified by escalator clauses may not be considered unless specified in the bid specifications.
11. No bid transmitted by fax machine will be accepted.
12. The County of Boone, Missouri expressly denies responsibility for, or ownership of any item purchased until same is delivered to the County and is accepted by the County.