

SA&I 1-4040 (2000)

CANADIAN _____ County, Oklahoma
COUNTY PURCHASING OFFICE
CANADIAN _____ County Court House
EL RENO _____, Oklahoma
Phone: (405) 295-6125


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
April 22, 2021
Page 1 of 2

BID NUMBER Bid #2021-#27 / Janitorial Items / Expo Center / PFA
BID CLOSING DATE AND HOUR 05-07-2021 @ 4:00PM
REQUIRED DELIVERY DATE SEE SPECIFICATIONS
Days after award of Purchase Order

TERMS Net, FOB this bid will open 05-10-2021 during PFA Meeting that begins at 8:30am
DATE OF DELIVERY: SEE SPECIFICATIONS

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
	1 OR MORE		<p>The Public Facilities Authority is seeking bids for Janitorial Items for the new Expo Center.</p> <p>The Board of Canadian County Public Facilities Authority reserves the right to reject any and all bids or to award all or any portion of the itmes bid. All data will be considered in the awarding of the bid including delivery time.</p> <p><u>The terms & conditions of this document must be completed and returned or the bid will be rejected.</u></p> <p>Contact: Nathan Smith 220 N. Country Club Rd. El Reno, OK 73036 Email: smithn@canadiancounty.org (405) 885-8811</p> <p style="text-align: center;">APPROVED</p> <p>Date: <u>4-22-21</u></p> <p style="text-align: center;"> _____ Officer or Department Head</p>		\$ _____

TERMS AND CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, CANADIAN
County Courthouse, 201 N CHOCTAW AVENUE, EL RENO, 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 CANADIAN 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 06/07/2021
(DATE)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say that 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: _____ Title: _____
(Manual Signature of Undersigned)

NOTARY PUBLIC (CLERK OR JUDGE)

Address: _____ Phone: _____

City: _____ State: _____

Please mail sealed bids to:
Canadian County Clerk's Office
Attn: Purchasing
PO Box 458
El Reno, OK 73036

Zip: _____

Street Address:
201 N Choctaw Avenue
El Reno, OK 73036

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



Canadian County
Purchasing

Bid Specifications

Date Issued: April 22, 2021

Bid Number: **2021-#27**

Closing Date: May 7, 2021 at 4:00pm

PO Box 458, 201 N. Choctaw Ave., El Reno, OK 73036

Opening Date: May 10, 2021 during Public Facilities Authority Meeting that begins at 8:30am

Commissioner's Meeting Room, 201 N. Choctaw Ave., El Reno, OK 73036

~ SPECIFICATIONS~

Janitorial Items / Canadian County Public Facilities Authority

Canadian County Public Facilities Authority is seeking bids for Janitorial Items for the new Expo Center.

Specifications:

See attached specifications.

Contact: Nathan Smith – Canadian County Expo & Event Center Director

Phone: (405) 885-8811

Email: smithn@canadiancounty.org

Hours: Monday – Friday 8:00am to 4:30pm

Address: 220 N. Country Club Rd., El Reno, OK 73036

If you have any questions or need additional information, please contact:
Krissi Jensen, Purchasing Agent, 405.295.6125

Bid 2021-#27
Janitorial Items / Canadian County Expo Center /
Canadian County Public Facilities Authority

Janitorial Items specifications:

16- Heavy duty tilting polly carts.

Prefer model from Uline with the "no tip bar" in front.

36- 44 gallon round trashcans with lids and dollies (gray)

4- Court yard style trashcans with Bonnet lid in black 36 Gallon

16- 55 Gallon Steel Drums with steel dome lid to be used as outdoor trashcans (Black)

8- 23 gallon Office hands free trashcans (Black)

6- 7 gallon trash cans for office desk (black)

2- Cleaning Carts with:

3 shelves, hooks and holders for all cleaning equipment, 4 non marking wheels and capable of holding trash can.

6- 48" deluxe dust mops in Blue

12- medium bristle 30" push brooms contractor model is good

12- standard angled brooms in blue

6- jumbo dust pans in blue

12- Heavy duty large polypropylene shovels in blue

3- Plastic AV Cart with cabinet 27 x 18 x 34" or similar in (Black)

2- Pallet standard jacks

10- Pairs of large lined cowhide gloves

10- pairs of XL lined cowhide gloves

6- 48" x 24" platform push cart/truck with 2000lb or greater capacity.

6- Bound 24 Ounce Mop heads

6- blue mop handles with loop heads

6- blue side squeeze mop buckets

****Notes: Show unit pricing in proposal.****



**Canadian County
Purchasing**

Affidavit / Proof of Mailing

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~ AFFIDAVIT ~

State of Oklahoma)
County of Canadian) §

I, Krissi Jensen, Purchasing Agent, in and for said County and State, do hereby certify that "Invitations to Bid" were sent to the following vendors:

Bid Clerk
projects@bidclerk.com

Bid News Construction
projects@isqft.com

ePlan
1400 Forum Blvd. Ste 7B
Columbia, MO 65203

Francis-Tuttle Vo-Tech Center
Attn: Bid Assistance-Judy Robbins
12777 N Rockwell
Oklahoma City, OK 73142

Online Data Services
5425 Peachtree Parkway
Peachtree Corners, GA 30092

Reed Construction Data
30 Technology Pkwy South, Ste. 100
Norcross, GA 30092

Oklahoma Restaurant Supply
2701 W. California Ave.
Oklahoma City, OK 73107

Home Depot Pro
C/O David Jansen
1830 North 109th E. Ave.
Tulsa, OK 74116

Witness my hand and seal this 22nd day of April, 2021.

Krissi Jensen, Purchasing Agent
(SEAL)





Canadian County
Purchasing

BID CHECKLIST

Date Issued: April 22, 2021
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**TO HELP PREVENT BIDS FROM BEING REJECTED FOR LACK OF COMPLETION
PLEASE CHECK FOR THE FOLLOWING:**

Is the Invitation to Bid Signed and Notarized? _____

Are all applicable spaces filled in? _____

Are all necessary papers enclosed? _____

Is the Bid # and Closing Date on outside of return envelope? _____

Thank You,

Krissi Jensen, Purchasing Agent