

CRAIGHEAD COUNTY
INVITATION TO BID-Not an Order
Craighead County Judge's Office
511 Union St.; Suite 119
Jonesboro, Arkansas 72401

PURCHASING OFFICE

BID NO. 2024-10

DATE: March 14, 2024

Sealed bids, subject to the conditions on the reverse hereof, and as may be attached hereto, will be received at this office until 2:00 PM March 27, 2024, local time and then publicly opened, for furnishing the supplies, materials, and/or services as described below.

Bids will be opened March 27, 2024,
2:00 P.M. Local time

F.O.B Jonesboro, Arkansas

BY: Al Haines

Maximum Delivery or completion time after issuance of Purchase

PURCHASING DIRECTOR

Order or work ordered by County 45 days.

Item #	DESCRIPTION	QUANT	UNIT	UNIT PRICE	AMOUNT
1	Furnish one (1) server and added equipment to accommodate the existing camera system at the Craighead County IT Department. 511 Union St, Jonesboro, AR 72401 according to the attached specifications.				
2	All pages of this bid package should be returned with the bid package to complete the bid.				
3	Bid must be signed by authorized company representative.				
4	Bidder should: A. Clearly define and list warranty information on each item in years. B. Include all labor, delivery charges, training, programming, and any other charges FOB Jonesboro, Arkansas 72401, in bid price. C. Include product literature and specifications with bid. D. All relevant information will be considered when determining best bid for Craighead County. E. Specify cash discounts, if available. F. Note bid number on outside of bid envelope. G. Specify approximate delivery time in days, if awarded bid. H. Successful bidder should have product delivered and invoiced to Craighead County prior to December 31, 2024. I. Bidder should quote same equipment as specified.				
5	Does bidder meet all equipment specifications? Yes _____ No _____ If no, clearly list and define differences on a separate sheet.				
6	Bidder should put total bid price on this sheet. Total bid price is \$ _____				

EXECUTION OF BID

Date _____

We, the undersigned, have read all the requirements set forth in this bid proposal including specifications, instructions, conditions, and pertinent information regarding the articles being bid on, and we agree to furnish articles at the prices stated.

Arkansas Use Tax Register No. _____

Bidder _____ Address _____

(Person Authorized to Sign Bids) Title _____

UNSIGNED BIDS WILL BE REJECTED

BIDS ARE SUBJECT TO REJECTION UNLESS SUBMITTED ON THIS FORM

NOTICE TO BIDDERS, SEE REVERSE SIDE OR ATTACHMENTS FOR INSTRUCTIONS AND CONDITIONS.

**CRAIGHEAD COUNTY
JONESBORO, ARKANSAS
CONDITIONS OF BIDDING**

Compliance with the following conditions is necessary for consideration of this bid.

- 1 Signature-This bid must be signed with the firm name and by an authorized officer, employee or agent.
- 2 Sales Tax-Is to be shown in the bid price.
The County is exempt from Arkansas State Sales Tax on road equipment and vehicles. Contractors are to include all costs into the bid price, including applicable taxes.
- 3 Freight and other delivery charges-to destination at designated County facility in the County must be included in bid.
Charges may not be added after the bid is opened.
- 4 Discounts-Show rate, total amount, and latest day any discounts will be allowed after receipt of article and invoice, otherwise County will deduct allowed discount when payment is made.
- 5 Firm Price-All prices quoted will remain firm for at least 30 days from date of bid, unless otherwise specified by the County or bidder
- 6 Tax Exempt-Craighead County is exempt from State sales tax on self propelled equipment and motor vehicles.
Example: Motor graders, excavators, dozers, dump trucks, pickup trucks, etc.
- 7 Identical Bids-In the event of two or more identical low bids, the contract may be awarded arbitrarily or for any reason to any of such bidders, or split in any proportion between the said two or more bidders at discretion of the County.
- 8 Clean up-Complete cleanup and proper disposal of any and all job related items is considered to be a part of any contract let by Craighead County.
- 9 Ambiguity in bid-Any ambiguity in any bid as the result of omission, error, lack of clarity or non-compliance specifications, instructions, and all conditions of bidding shall be construed in the light most favorable to the County
- 10 Construction
A. When requested, the Contractor is to supply the County with evidence of having and maintaining proper and specifically Workman's Compensation Insurance in accordance with the laws of the State of Arkansas, Public Liability, and Property Damage. All premiums and cost shall be paid by Contractor. In no way will the County be responsible in case of accident.
B. A Performance Bond equaling the total amount of any bid exceeding \$50,000 must be provided for erection of any public building, public structure, or public improvement(Pursuant to Arkansas Code 18-44-503.)
- 11 The County reserves the right to reject any and all bids, accept in whole or in part, to waive informalities in bids received, to accept bids on materials or equipment with variations from specifications in those cases where efficiency of operation will not be impaired, and unless otherwise specified by bidder, to accept any item in the bid. If unit prices and extensions thereof do not coincide, the County may accept the bid for the lesser amount whether reflected by extension or by the correct multiple of the unit price.

INSTRUCTIONS TO BIDDERS

(Please read carefully)

- 1 Submit bid on bid form attached or reverse side of this sheet.
- 2 Address all bids to: Purchasing Director, Craighead County Judge's Office, 511 Union St., Suite 119, Jonesboro, Arkansas 72401 and make certain to indicate identifying bid number on the outside of bid envelope.
- 3 DO NOT include Federal Excise Tax in bid. County will furnish exemption certificate.
- 4 Sate Manufacturer, Brand Name, Model, etc. for each item bid on.
- 5 Samples of items, when required must be furnished free, and, if not called for within 30 days from date of bid opening, will be disposed of by the County
- 6 Bids received after stated time will not be considered.
- 7 Be sure and read all conditions and verify amounts before submitting bids. No changes or additions will be allowed after submission.
- 8 Guarantees and warranties should be attached as a part of the bid, as they may be a consideration in awarding contract.
- 9 Delivery or contract completion time is to be shown, as this date may, where time is of the essence, determine the contract award.
- 10 Additional information may be obtained from the Purchasing Department.

**THE COUNTY RESERVES THE RIGHT TO ACCEPT PART OR ALL OF ANY SPECIFIC BID OR BIDS
AND TO ACCEPT BID WITH OR WITHOUT TRADE-IN, AND REJECT ANY AND ALL BIDS.**

