

INVITATION TO BID (ITB)



WHITFIELD COUNTY, GEORGIA

ITB#REC17-002

2017-18 Recreation Basketball Uniforms

Date: **10/26/2017**

Time: **1:00 PM**

Brian McBrayer
Staff Accountant

(706) 275-7504 / (706) 275-7501 fax

USE THIS FORM ONLY
ONLY BIDS SUBMITTED ON THIS FORM SHALL BE CONSIDERED

The Whitfield County Board of Commissioners will receive sealed bids until 1:00 PM on 10/26/2017 for ITB#REC17-002, 2017-2018 Recreation Basketball Uniforms.

SPECIFICATIONS (MINIMUM REQUIREMENTS): moisture material jersey, reversible cap sleeved jersey, moisture material shorts that match top, one color printed name on both fronts, 8 inch number on back and 4 inch on front. Multiple colors and logos will be used for teams. No practice jersey or mesh jersey allowed.

BID	\$ _____
SHIPPING CHARGE	\$ _____
TOTAL BID PRICE	\$ _____

Bids shall be submitted in a sealed opaque envelope and shall be marked on the outside with the name of the submitting company, the ITB number, and the words “Recreation Basketball Uniforms”. Any deviation from the requirements set forth for the labeling of the bid envelopes shall result in said bid being returned to the bidder unopened and any such bid shall not be considered.

Do not call with questions relating to this ITB. Refer to the County Website at <http://www.whitfieldcountyga.com> for bid details and any updates. All communication must be in writing or via email. Address email correspondence to bechastain@whitfieldcountyga.com. No verbal or written information which is obtained other than through this ITB or its addenda shall be binding on Whitfield County. No employee of Whitfield County is authorized to interpret any portion of this ITB or give any information as to the requirements of this ITB in addition to that contained in or amended to this written ITB document.

Bid Submittal Instructions:

Vendors are to submit 1 original and 1 copy of their bid.

Sealed bids shall be addressed to the attention of Brian McBrayer and mailed to Whitfield County Board of Commissioners, P.O. Box 248, Dalton GA 30722-0248 or hand delivered to the Courthouse Annex, 301 W. Crawford Street, Dalton GA. All bids shall be received on or before the above designated date and time. Any bid received after this date and time shall not be accepted. Bids shall be typed or submitted in ink. Bids will be opened and read publicly. Bids are legal and binding upon the bidder when submitted.

It is understood that this contract, if accepted by Whitfield County, is entered into solely for the convenience of the county and in no way precludes the county from obtaining like goods from other suppliers upon prior approval of the Whitfield County Board of Commissioners. Such approval shall be made at the sole discretion of the Whitfield County Board of Commissioners and shall be conclusive.

Whitfield County reserves the right to accept or reject any or all bids for any reason, to waive technicalities, and to make an award deemed in its best interest. Whitfield County shall have the right to delete a unit item from the bid if necessary or proper in the sole determination of Whitfield County.

We certify that our bid meets the minimum requirements as specified in bid documents, this _____ day of _____, 2017.

AUTHORIZED SIGNATURE

TITLE

PRINTED NAME OF SIGNATURE

COMPANY

ADDRESS

CITY / STATE / ZIP CODE

TELEPHONE NUMBER

FAX NUMBER

E-MAIL ADDRESS