

# CITY OF ROMULUS INVITATION TO BID

## ITB 16/17-40 THREE YEAR UNIFORM RENTAL AND LAUNDRY SERVICES CONTRACT

The City of Romulus Department of Public Works is seeking bids from qualified, experienced companies for three year contract pricing for rental and laundry services for city employee uniforms.

- (1) Qualified individuals and firms wishing to submit a bid ***must use the forms provided by the City.*** Bid forms and specifications may be obtained from the MITN system @ <http://www.mitn.info/>. Copies of documents obtained from any other source are not considered official copies. Bids may be rejected unless made on the forms included with the bidding documents.
- (2) Clarifications, modifications, or amendments may be made to this solicitation at the discretion of the City. Any and all addenda issued by the City will be posted on the MITN system. All interested parties are instructed to view the MITN website regularly for any issued addenda. It is the responsibility of the bidder to obtain all issued addenda and acknowledge receipt of said addenda by including a printed copy of each addendum as part of the required documents for this solicitation and to list the addendum and sign and date the "Acknowledgment of Receipt Addenda Form: supplied in the bid documents.
- (3) One (1) original and one (1) copy of the bid must be submitted in a sealed envelope and returned to the ***City Clerk's Office*** no later than 2:30 P.M., Tuesday, **4/25/2017**. Bids should be submitted in a sealed envelope and addressed using the Bid package label provided in the ITB documents.
- (4) At approximately 2:45 p.m., local time all timely received bids are to be publicly opened and read.
- (5) The successful Bidder will be required to submit proof of all insurance required by the ITB documents and copies of all required endorsements.
- (6) The City reserves the right to postpone the opening without notification and also reserves the right to reject all bids and proposals and to waive any minor informality or irregularity in proposals received.
- (7) For additional information contact Lynn A, Conway, City of Romulus, Purchasing Director, by calling (734) 955-4568 or by emailing [lconway@romulusgov.com](mailto:lconway@romulusgov.com).

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