

CITY OF ROMULUS INVITATION TO BID
ITB 17/18-45 TWO YEAR FIXED PRICING
- DDA HOLOPHANE LIGHT REPLACEMENT PARTS

The City of Romulus, Michigan is seeking two year fixed pricing for replacement parts for the 52 large Holophane light poles and 41 twelve foot tall Holophane light poles located in the Romulus Downtown Development Authority District.

- (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 Purchasing Group page of BidNet Direct at <http://www.mitn.info/>. Bids may be rejected unless made on the forms included with the bidding documents. Copies of documents obtained from any other source are not considered official copies.
- (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 Purchasing Group page of BidNet Direct. 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 below and 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 in the area provided in the bid documents.
- (3) A total of two copies (one marked "Original" and one marked "Copy") of the bid must be submitted together in one sealed package/envelope and returned to the City Clerk's Office no later than 2:30 P.M., Thursday, 5/10/2018. Bids should be 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 City reserves the right to postpone the opening without notification and also reserves the right to reject all bids and to waive any minor informality or irregularity in bids received and to award the bid in whole or in part. No Bid may be withdrawn for a period of ninety (90) calendar days after the scheduled closing time for receipt of the Bids.
- (6) Neither the submission of nor acceptance of any bid shall constitute a contract between any bidder and the City of Romulus. No such contract shall exist without first being approved by a formal action of the members of the Romulus City Council.
- (7) For additional information contact Lynn A, Conway, City of Romulus, Purchasing Director, or Gary Harris, Purchasing Department Buyer by calling (734) 955-4568 or by emailing Purchasing@romulusgov.com.

4/19/2018