

INVITATION TO BID
(PLEASE USE THE ENCLOSED BID SHEETS)

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Custer County, Oklahoma will receive sealed bids either by mail and ground delivery by Thursday, November 9, 2023 at 4:00 o'clock p.m., or in person until Monday, November 13, 2023 until the hour of 9:00 a.m. on said day, in their office in the Courthouse in Arapaho, Oklahoma. Sealed bids shall be opened on Monday, November 13, 2023 at 9:15 o'clock a.m. for the following:

**Minimum Specifications For
STEEL FOR COUNTY PROJECTS
Custer County, Oklahoma**

Specifications and information are on file in the Custer County Clerk's Office in Arapaho, Oklahoma and may be viewed on Custer County's website, <http://www.custer.okcounties.org>.

All bids must be in a sealed envelope, clearly marked BID, with the BID OPENING DATE and TIME.

All bids must be mailed or delivered to:

(Mailing)

CUSTER COUNTY CLERK'S OFFICE
P.O. BOX 300
ARAPAHO, OKLAHOMA 73620-0300

(Physical)

CUSTER COUNTY CLERK'S OFFICE
675 WEST "B" STREET
ARAPAHO, OKLAHOMA 73620-0300

Please follow all instructions for submitting bid proposals completely.

/S/MELISSA GRAHAM,
CUSTER COUNTY CLERK
(SEAL)

INSTRUCTIONS FOR SUBMITTING BID PROPOSALS

1. This entire packet (Notice, Instructions, Minimum Specifications, Affidavit for Filing, Affidavit for Contracts and W-9) shall be known as the “Invitation to Bid” form. Fill out the “Invitation to Bid” form *completely*. **See Checklist for Items Required for Bid Consideration.**
2. Identify the outside of the sealed envelope as follows:
**SEALED BID – STEEL FOR COUNTY PROJECTS
CLOSING – Monday November 13, 2023 at 9:00 a.m.
BID OPENING – 9:15 a.m.**
3. Place your company name and return address on the outside of the envelope.
4. File the bid proposal with the Custer County Clerk, either **by mail or ground delivery** by Thursday, November 9, 2023 at 4:00 o’clock p.m., *or in person*, until **9:00 o’clock a.m. on Monday, November 13, 2023**. Bids received after this time will be rejected and unopened. **Bids will be opened at 9:15 o’clock a.m., Monday, November 13, 2023** during the County Commissioner’s meeting held in the Custer County Courthouse, Arapaho, Oklahoma, Room 104, at 675 West “B” Street, Arapaho, Oklahoma.
5. All forms must be filled out completely. Any incomplete forms could result in rejection if the Board of County Commissioners considers such action to be in the best interest of Custer County.
6. The address of the Custer County Clerk is as follows:

<i>(Mailing)</i> CUSTER COUNTY CLERK’S OFFICE P.O. BOX 300 ARAPAHO, OKLAHOMA 73620-0300	<i>(Physical)</i> CUSTER COUNTY CLERK’S OFFICE 675 WEST “B” STREET ARAPAHO, OKLAHOMA 73620
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7. All bid information shall be typewritten, or legibly written in ink. All corrections shall be initialed by the person signing the form(s).
8. **On all bids requiring services or contract labor, proof of liability insurance may be required. Read the bid specifications carefully.**
9. FOR PROMPT PAYMENT OF ALL INVOICES, PLEASE NOTE:
* Payment for all expenses for Custer County is made twice a month. Approval of said claims is made on the second and fourth Monday of each month. For your claim to be considered for payment, the product(s) or service(s) must be delivered, and the appropriate paperwork on file with the County Clerk’s office no later than five working days prior to the second and fourth Monday of the month.
* If the proper invoices and supporting documentation are not received by the cut-off date, payment will be rendered during the following payment issue period.
* Please contact Melissa Graham, Custer County Clerk, for a schedule for invoice submission in order to expedite payment processing.
10. If you have any questions regarding the bid specifications, or the bid deadlines, etc., please contact Melissa Graham, Custer County Clerk or Debbie Bright, Purchasing Agent at (580) 323-4420.

NOTE: ALL BID PROPOSALS WHICH DO NOT CONTAIN THE “INVITATION TO BID” AND THE SIGNED/NOTARIZED “AFFIDAVIT FOR FILING WITH COMPETITIVE BID”, WILL BE INVALID AND REJECTED.

**THE BOARD OF COUNTY COMMISSIONERS
RESERVES THE RIGHT TO REJECT ANY AND ALL
BIDS.**

Please complete the following and return this page with your Bid.

CHECKLIST OF ITEMS REQUIRED FOR BID RETURN

1. ____ AFFIDAVIT FOR FILING WITH COMPETITIVE BID
2. ____ AFFIDAVIT FOR CONTRACTS AND PAYMENTS
3. ____ W-9 FOR YOUR BUSINESS
4. ____ YOUR BID – PLEASE RETURN ONLY THE PAGES OF INVITATION TO BID WHICH INDICATE YOUR PROPOSAL.

THESE ITEMS MUST BE INCLUDED FOR BID TO BE CONSIDERED.

PLEASE COMPLETE THE FOLLOWING:

VENDOR: _____

SIGNATURE: _____

TITLE: _____

ADDRESS: _____

CITY/STATE/ZIP _____

PHONE _____

FAX _____

EMAIL _____

**MINIMUM SPECIFICATIONS
STEEL FOR COUNTY PROJECTS
CUSTER COUNTY, OKLAHOMA**

Option 1:

- | | |
|--|----------------|
| 1. 20 pcs, HP 10x42x 40 ft.....Price Per Foot \$ _____ | Total \$ _____ |
| 2. 16 pcs HP 10x42x 30 ft.....Price Per Foot \$ _____ | Total \$ _____ |

Option 2:

1000 foot of 9 5/8 Piling 7/16 wall....Price Per Foot \$ _____ Total \$ _____

Option 3:

- | | |
|--|----------------|
| 1. 4 pcs 10" HPx42# x 30' (caps).....Price Per Piece \$ _____ | Total \$ _____ |
| 2. 740' 8" Channel 11.5#.....Price Per Foot \$ _____ | Total \$ _____ |
| 3. 300 pcs Weld in Studs (Nelson) 6"... Price Per Piece \$ _____ | Total \$ _____ |
| 4. 8 pcs Guard Rail Ends Price Each \$ _____ | Total \$ _____ |
| 5. 70 pcs Decking -14' long..... Price Each \$ _____ | Total \$ _____ |
| 6. 7 pcs 16"x45#x22' Beams Grade 50 Price Each \$ _____ | Total \$ _____ |
| 7. 120 pcs 1" Bolster..... Price Each \$ _____ | Total \$ _____ |
| 8. 132 pcs 2" Bolster..... Price Each \$ _____ | Total \$ _____ |

TOTAL BID PRICE \$ _____

**Request for Taxpayer
Identification Number and Certification**

Give Form to the
requester. Do not
send to the IRS.

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type. See Specific Instructions on page 3.	1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
	2 Business name/disregarded entity name, if different from above	
	3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes. <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____ Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner. <input type="checkbox"/> Other (see instructions) ▶ _____	4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <i>(Applies to accounts maintained outside the U.S.)</i>
	5 Address (number, street, and apt. or suite no.) See instructions.	Requester's name and address (optional)
	6 City, state, and ZIP code	CUSTER COUNTY PO BOX 300 ARAPAHO, OK 73620
	7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number	
	-
	-
OR	
Employer identification number	
	-
	-

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶	Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-INT (Interest earned or paid)

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.