NOTICE TO BIDDER (PLEASE USE THE ENCLOSED BID SHEETS)

NOTICE IS HEREBY GIVEN that the Board of County Commissioners of Custer County, Oklahoma will, on March 16, 2015 until the hour of 9:30 o'clock a.m. on said day, in their office in the Courthouse in Arapaho, Oklahoma, receive sealed bids for the following:

> Minimum Specifications For One or More, Used Lowboy Trailer(s) Custer County, Oklahoma

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

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

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/ KAREN FRY, CUSTER COUNTY CLERK (SEAL)

INSTRUCTIONS FOR SUBMITTING BID PROPOSALS

- 1. This entire packet (Notice, Instructions, Minimum Specifications and 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*.
- 2. Identify the outside of the sealed envelope as follows:

SEALED BID CLOSING (Bid Date) BID (Opening Time)

- 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 in person, until 9:30 o'clock a.m. on March 16, 2015. Bids received after this time will be rejected and unopened. All bids will be opened at 9:30 o'clock a.m., March 16, 2015 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: (Mailing) (Physical) CUSTER COUNTY CLERK'S OFFICE P.O. BOX 300 675 WEST "B" STREET ARAPAHO, OKLAHOMA 73620-0300 ARAPAHO, OKLAHOMA 73620

- 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 maintenance & operational expenses for Custer County is made once a month. Approval of said claims is made on the second 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 Monday of the month.

* If the proper invoices and supporting documentation are not received by the monthly cut-off date, payment will be rendered during the following month's business.

* Please contact Karen Fry, 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 Karen Fry, 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", <u>WILL BE INVALID AND REJECTED</u>.

MINIMUM SPECIFICATIONS One or More, Used Lowboy Trailer(s) Custer County

General: These specifications shall provide for a Used Lowboy Trailer. This trailer must be in good condition, complete with all standard accessories, fully serviced, ready to operate and complying with Oklahoma Department of Transportation, I.C.C. and D.O.T. 121 requirements.

FILL IN ALL SPACES SHOWING SPECIFIC INFORMATION. FAILURE TO COMPLY COULD RESULT IN BID REJECTION.

VENDOR'S PROPO	OSED TRAILER: MAKE	_MODEL
	MINIMUM REQUIREMENTS	COMPLY YES NO
Age	No older than 2008	
Length	No less than 48 ft. overall	
Capacity	No less than 35 ton	
Width	No less than 102"	
Belly Length	No less than 28 ft.	
Туре	Gooseneck – mechanical	
Lights	L.E.D., DOT Certified	
Axles	No less than 3	
Tires	70% or better	
Brakes	ABS	
Suspension	Air Ride with dump valve	
Flooring	In good condition	
Siding	Expandable telescoping to 13 ft.	
King Pin Setting	18"	
Tie Downs	D-rings and Combo Pocket	
THIS UNIT MUST BE COMPLETE, FULLY SERVICED WITH UP TO DATE D.O.T. INSPECTION AND READY TO OPERATE WHEN DELIVERED		

TOTAL COST\$_____

ESTIMATED DATE OF DELIVERY _____

AFFIDAVIT MUST BE SIGNED AND NOTARIZED S.A. & I. 425 (2000)

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF OKLAHOMA)
COUNTY OF) SS
COUNTY OF)

______, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

VENDOR:	
SIGNATURE:	
TITLE:	
ADDRESS:	
CITY/STATE/ZIP:	
PHONE:	
FAX:	
EMAIL:	

Subscribed and sworn to before me this _____, 20___.

Notary Public (Clerk or Judge)

My Commission Expires: _____

(SEAL)

Note: Each competitive bid submitted to a county, school district or municipality must be accompanied with the above Affidavit as required by 61 Okla.St.Ann.§138

AFFIDAVIT FOR CONTRACTS AND PAYMENTS

STATE OF OKLAHOMA)
) ss
COUNTY OF)

THE UNDERSIGNED (ARCHITECT, CONTRACTOR, SUPPLIER OR ENGINEER), OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH SAYS THAT THIS INVOICE OR CLAIM IS TRUE AND CORRECT. AFFIANT FURTHER STATES THAT THE (WORK, SERVICES OR MATERIALS) AS SHOWN BY THIS INVOICE OR CLAIM HAVE BEEN (COMPLETED OR SUPPLIED) IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE AFFIANT. AFFIANT FURTHER STATES THAT (S)HE HAS MADE NO PAYMENT DIRECTLY OR INDIRECTLY TO ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THE STATE OF OKLAHOMA, ANY COUNTY OR LOCAL SUBDIVISION OF THE STATE, OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT OF THE INVOICE OR PROCURE THE CONTRACT OR PURCHASE ORDER PURSUANT TO WHICH AN INVOICE IS REQUIRED.

	BUSINE	SS NAME	
Ву			
SUBSCRIBED AN	ID SWORN TO BEFORE ME THIS	DAY OF	 , 20

NOTARY PUBLIC (OR CLERK OR JUDGE)

NOTE: 62 OKL.ST.ANN. § 310.9 (B), AUTHORIZES COUNTIES EXECUTING MORE THAN ONE CONTRACT, EXCEEDING \$ 25,000.00 DURING THE FISCAL YEAR, WITH AN ARCHITECT, CONTRACTOR, ENGINEER OR SUPPLIER OF CONSTRUCTION MATERIALS TO ACCEPT ONE AFFIDAVIT APPLYING TO ALL WORK, SERVICES OR MATERIALS COMPLETED OR SUPPLIED UNDER THE TERMS OF AWARDED CONTRACTS, OR WHICH ARE NEEDED ON A CONTINUAL BASIS; SUCH AFFIDAVIT TO BE IN LIEU OF ALL INDIVIDUAL AFFIDAVITS FOR EACH INVOICE SUBMITTED IN RELATION TO SUCH CONTRACT.



Request for Taxpayer Identification Number and Certification

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

Jentineation	Number	anu	Certin	Cau

e tax return). Name is required on this line: do not leave this line blank

2	2 Business name/disregarded entity name, if different from above		
ge			
on page	3 Check appropriate box for federal tax classification; check only one of the following seven boxes:		4 Exemptions (codes apply only to
ou	Individual/sole proprietor or C Corporation S Corporation Partnership	Trust/estate	certain entities, not individuals; see
	single-member LLC	Trust/estate	instructions on page 3):
type	Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partners	ship) 🕨	Exempt payee code (if any)
ic t	Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in	the line above for	Exemption from FATCA reporting
stru	the tax classification of the single-member owner.	The line above for	code (if any)
Print or type See Specific Instructions	□ Other (see instructions) ►		(Applies to accounts maintained outside the U.S.)
Ē	5 Address (number, street, and apt. or suite no.)	Requester's name a	and address (optional)
ĕ		Custor County	
ิจิ	6 City, state, and ZIP code		
) ee		PO Box 300	
0)		Arapaho, OK	73620
	7 List account number(s) here (optional)		
Pa	t Taxpayer Identification Number (TIN)		
Enter	your TIN in the appropriate box. The TIN provided must match the name given on line 1 to av	oid Social se	curity number
	p withholding. For individuals, this is generally your social security number (SSN). However, f		
	ent alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other		
entitie	s, it is your employer identification number (EIN). If you do not have a number, see How to ge	et a	
TIN o	n page 3.	or	
Note.	If the account is in more than one name, see the instructions for line 1 and the chart on page	4 for Employer	r identification number
	lines on whose number to enter.		
-			
			-

Part II Certification

Under penalties of perjury, I certify that:

- 1. 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
- 2. 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
- 3. I am a U.S. citizen or other U.S. person (defined below); and
- 4. 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 on page 3.

Date 🕨

• Form 1099-C (canceled debt)

By signing the filled-out form, you:

Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)

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? on page 2.

Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),

3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and

Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See What is FATCA reporting? on page 2 for further information.

• 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.

2. Certify that you are not subject to backup withholding, or

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted. Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

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)

Cat. No. 10231X

Form W-9 (Rev. 12-2014)