

# SURPLUS ITEMS FOR SALE

## INVITATION FOR SEALED BID # 21-002

McClave School District  
308 Lincoln Ave.  
McClave, CO 81057

BEGINNING DATE	INQUIRY DEADLINE (Date & Hour)	BID DEADLINE (Date & Hour)	SEAL BID OPENING (Date & Hour)
8/19/21	9/6/21	9/9/21 12:00pm	9/10/21 9:00am

BIDDER NAME
ADDRESS

<p style="text-align: center;">ADDRESS ALL INQUIRIES AND CORRESPONDENCE TO:</p> <p>Brianne Howe – Superintendent McClave School District 308 Lincoln Ave., McClave, CO 81057 E-MAIL ADDRESS: <a href="mailto:brianne.howe@mcclaveschool.org">brianne.howe@mcclaveschool.org</a> TELEPHONE NUMBER 719- 829-4517</p>
--

SURPLUS ITEM FOR SALE
6 tables (2 round)
3 bookshelves (2 metal and 1 wooden)
2 cafeteria tables
2 desks (1 large and 1 small)
7 filing cabinets ( 1 woodend and 6 metal)
3 metal cabinets
1 popcorn maker
weight room equipment includes: 2 squat racks, leg press, dip/pull up station, lat pull down station, 2 bicep curl stations, bench press, weight tree/weights, leg extension machine, back extension station, dumbbells/dumbbell rack

### **SPECIAL INSTRUCTIONS**

1. Bids must be submitted on this form in a sealed envelope.
2. Bids MUST be signed below.
3. Bids must be delivered or mailed to the address above. Bids submitted by e-mail will not be accepted.
4. Bids received by mail or in person after the Bid deadline will not be considered.
5. Items are being sold "AS-IS" with NO WARRANTY.
6. The successful bidder will have 30 days to complete the purchase. Failure to provide payment on the purchase within thirty days of the Board's Notice of Award will forfeit the Bid and the District may proceed to offer the item to another bidder.
7. **Inquiries:** Bidders may make written inquiries concerning the items and to obtain clarification of requirements by emailing Brianne Howe at: [brianne.howe@mcclaveschool.org](mailto:brianne.howe@mcclaveschool.org). Bidders should not contact any other team members or individuals associated with the McClave School District regarding this Bid.
8. **Reservation of Rights:** McClave School District reserves the right to:
  - a. Select or reject any and all Bids received;
  - b. Request clarification(s) of the bidder's Bid;
  - c. Re-solicit, waive all informalities not involving price, and negotiate contract terms with an apparent successful bidder; or
  - d. Select the bidder it deems to be the most qualified to fulfill the needs of the District.
9. **No Variance:** By attaching its signature to its Bid, the bidder acknowledges acceptance of and agrees to

comply with all the terms, conditions, requirements and instructions of this Bid request as stated or implied herein. Should the District omit anything from this document, which is necessary to a clear understanding of the of the sale of property, or should it appear that various instructions are in conflict, the bidder shall inquire and secure written instructions from the District representative by the inquiry deadline set forth in the schedule for this Bid posting.

**10. Modification and Withdrawal of Bids:** Bids may be modified or withdrawn prior to the Bid deadline set forth in the above schedule. A submitted Bid shall constitute a binding offer. If a Bid offers suggested modifications, the decision to reject, accept or further negotiate requested changes will be at the District's sole discretion.

**11. Award of Bid:** It will be necessary to receive Board of Education approval prior to the acceptance of a Bid and prior to the execution of the sale with the successful bidder. The District will make effort to obtain Board of Education approval as soon as reasonably possible.

**CERTIFICATION:** IN ACCORDANCE WITH THIS INVITATION FOR SEALED BID, THE UNDERSIGNED OFFERS THE BID BELOW IN GOOD FAITH. WHILE THE PROPERTY HAS BEEN MAINTAINED PER DISTRICT PROCEDURES DURING THE YEARS OF OWNERSHIP, NO WARRANTY IS OFFERED FOR THE PROPERTY, AND THE PROPERTY BIDDER ACCEPTS THE CONDITION "AS IS".

FULL LEGAL NAME (PRINT) <small>(Legal name as it will appear on the title)</small>		SURPLUS ITEM:
BUSINESS NAME/DBA NAME <small>(If different than the Full Legal Name)</small>		SEALED BID AMOUNT
ADDRESS		SIGNATURE (IN INK)
E-MAIL ADDRESS		Date
TELEPHONE NUMBER		

