

Invitation for Bids



IFB Response – Bid Form

This Bid Response Package may NOT be altered in any way. These four (4) pages MUST be filled out, signed and submitted as a necessary part of responding to the IFB. Attachments to these pages are permitted.

The bidder's signatory, acknowledges that it has submitted all documents, in accordance with the General, Specific and other terms of the IFB.

The Bidder is invited to inventory, catalogue or index a list of those documents provided as part of its Bid Response Package; and the Bidder may do so in in the space provided below or in a separate, enclosed document (so indicated in the space below):

Name and Address of Bidder (individual or legal entity, as applicable):

Bidder email address and website address:

Bidder's authorized agent's office phone and cell phone:

Signature: _____ Title: _____ Date: _____

Vendor Responsibility Form

In addition to the other submittal required of this IFB, each prospective vendor is invited and required to provide answers to the following questions in the space provided or on a separate sheet of paper (preferred):

1. Summarize your experience in providing the good(s) and/or service(s) outlined in the attached specifications:

2. List the names, addresses, contact names, telephone numbers and email address for four (4) customers, which shall include at least one (1) municipality or governmental subdivision, for which the bidder has provided similar goods or services as well as the time period over which the goods and/or services were provided:

3. List the name and address of a local financial institution that is able to provide the Town with an adequate credit reference:

Bidder: _____
Print Name of Company

Address: _____

By: _____
Signature of Person Authorized to Sign Bid

Print Name and Title of Person Authorized to Sign Bid

Equal Opportunity Employer Statement and Certification

The undersigned hereby states and certifies that:

1. This Company provides equal employment opportunities (EEO) to all employees and applicants for employment without regard to race, color, religion, sex, national origin, age, disability or genetics. In addition to federal law requirements, this company complies with applicable state and local laws governing nondiscrimination in employment in every location in which the company has facilities. This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leave of absence, compensation and training.
2. This Company expressly prohibits any form of workplace harassment based on race, color, religion, gender, sexual orientation, gender identity or expression, national origin, age, genetic information, disability, or veteran status.

Bidder:

Print Name of Company

Address:

By:

Signature of Person Authorized to Sign Bid

Print Name and Title of Person Authorized to Sign Bid

Non-Collusion Statement

The undersigned hereby deposes and states that:

The bidder has not been a party with other bidders to any agreement or to otherwise colluded with other bidders to bid a fixed or uniform price in connection with this IFB.

Bidder by: _____
Signature of Person Authorized to Sign Bid

Print Name and Title of Person Authorized to Sign Bid

Date: _____

STATE/Commonwealth of _____
COUNTY OF _____

In _____ on this ____ day of _____, 2024, before me, the undersigned notary public, personally appeared _____ personally known to the notary or proved to the notary through satisfactory evidence of identification, which was _____, to be the person who signed this Statement and acknowledged to the notary that ____ signed it voluntarily for its stated purpose.

Notary Public