

INFORMATION FOR BIDDERS

BIDS will be received by the CITY OF NATCHITOCHEs (herein called the "OWNER"), at the City of Natchitoches Purchasing Department – 1400 Sabine Street, Natchitoches, Louisiana 71457 until **2:00 P.M., TUESDAY, OCTOBER 13TH, 2020**

and then at said office publicly opened and read aloud.

Each BID must be submitted in a sealed envelope, addressed to City of Natchitoches, 1400 Sabine Street, Natchitoches, Louisiana 71457 in accordance with LA R.S.38:2212. Each sealed envelope containing a BID must be plainly marked on the outside as BID for the RFP No. 0270 – EVENT CENTER REPAIRS and the envelope should bear on the outside the name of the BIDDER, his address, his license number if applicable, and the name of the project for which the BID is submitted. If forwarded by mail, the sealed envelope containing the BID must be enclosed in another envelope addressed to the OWNER.

All BIDS must be made on the required BID form. All blank spaces for BID prices must be filled in, in ink or typewritten, and the BID form must be fully completed and executed when submitted. Only one copy of the BID form is required.

The OWNER may waive any informalities or minor defects or reject any and all BIDS. Any BID may be withdrawn prior to the above scheduled time for the opening of BIDS or authorized postponement thereof. Any BID received after the time and date specified shall not be considered. No BIDDER may withdraw a BID within 45 days after the actual date of the opening thereof. Should there be reasons why the contract cannot be awarded within the specified period, the time may be extended by mutual agreement between the OWNER and the BIDDER.

BIDDERS must satisfy themselves of the accuracy of the estimated quantities in the BID schedule by examination of the site and a review of the drawings and specifications, including ADDENDA. After BIDS have been submitted, the BIDDER shall not assert that there was a misunderstanding concerning the quantities of WORK or of the nature of the WORK to be done.

The CONTRACTOR (and his Subcontractors) is (are) skilled and experienced in the use and interpretation of plans and specifications such as those included in the bid documents for this contract. He has (They have) carefully reviewed the plans and specifications and has (have) found them free of ambiguities and sufficient for bid purposes. Further, he has (they have) based his (their) bid solely on those documents, not relying in any way on any explanation or interpretation, oral or written, from any other source. The CONTRACTOR states that he has personally examined the site, the plans and the specifications, and has required any Subcontractors to do likewise.

The CONTRACT DOCUMENTS contain the provisions required for the construction of the PROJECT. Information obtained from an officer, agent, or employee of the OWNER or any other person shall not affect the risks or obligations assumed by the CONTRACTOR or relieve him from fulfilling any of the conditions of the contract.

The party to whom the contract is awarded will be required to execute the Agreement and within five (5) calendar days from the date when NOTICE OF AWARD is delivered to the BIDDER.

The OWNER within three (3) days of receipt of acceptable Agreement signed by the party to whom the Agreement was awarded shall sign the Agreement and return to such party an executed duplicate of the Agreement. Should the OWNER not execute the Agreement within such period, the BIDDER may by WRITTEN NOTICE withdraw his signed Agreement. Such Notice of withdrawal shall be effective upon receipt of the notice by the OWNER.

The NOTICE TO PROCEED shall be issued within three (3) days of the execution of the Agreement by the OWNER. Should there be reasons why the NOTICE TO PROCEED cannot be issued within such period, the time may be extended by mutual agreement between the OWNER and CONTRACTOR. If the NOTICE TO PROCEED has not been issued within the three (3) day period or within the period mutually agreed upon, the CONTRACTOR may terminate the Agreement without further liability on the part of either party.

The OWNER may make such investigations as he deems necessary to determine the ability of the BIDDER to perform the WORK, and the BIDDER shall furnish to the OWNER all such information and data for this purpose as the OWNER may request. The OWNER reserves the right to reject any BID, as permitted by law, subject to Louisiana Public Bid Law.

A conditional or qualified BID will not be accepted.

Award will be made to the lowest responsible BIDDER.

All applicable laws, ordinances, and the rules and regulations of all authorities having jurisdiction over construction of the PROJECT shall apply to the contract throughout.

Time of Completion and Liquidated Damages:

Bidder must agree to commence work on or before a date to be specified in a written "Notice to Proceed" of the Owner and to fully complete the project within Forty-Five (45) consecutive calendar days thereafter. Bidder must agree to pay as liquidated damages the sum of \$ 300.00 for each consecutive calendar day thereafter as hereinafter provided in the General Conditions.

Contractor's State License Classification for the project is:

BUILDING CONSTRUCTION

Each BIDDER is responsible for inspecting the site and for reading and being thoroughly familiar with the CONTRACT DOCUMENTS. The failure or omission of any BIDDER to do any of the foregoing shall in no way relieve any BIDDER from any obligation in respect to his BID.

The low BIDDER shall supply the names and addresses of major material SUPPLIERS and SUBCONTRACTORS when required to do so by the OWNER.

The ENGINEER is COTHREN, GRAFF, SMOAK ENGINEERING, INC. His address is 112 Horn Street, Natchitoches, Louisiana 71457, or 6305 Westport Avenue, Shreveport, Louisiana 71129.