



July 7, 2022

**STATE OF ALABAMA
COUNTY OF SHELBY**

**INVITATION TO BID – PAPER PRODUCTS AND SKIN CLEANSER
– JUVENILE DETENTION**

Sealed bids for – **PAPER PRODUCTS AND SKIN CLEANSER– JUVENILE DETENTION** will be received in the office of the County Manager, Administration Building- Shelby County, 200 West College St, Room 123, Columbiana, Alabama 35051 until **2:30 p.m. July 19, 2022** at which time bids will be publicly opened and read. The Shelby County Commission reserves the right to reject any or all bids and to waive informalities in awarding this bid to the lowest bidder. Bidders are to state that bids submitted are firm and that no claims for errors will be made after bids are opened and subsequent thereof. If you have any questions concerning this bid, please contact Shaun Patterson at spatterson@shelbyso.com.

GENERAL INFORMATION

All bidders must use our form for submitting their bids. All bids must be sealed and marked in the lower left corner “**BID – PAPER PRODUCTS AND SKIN CLEANSER – JD** with opening date and time. Late bids will not be opened.

Records showing successful bidder(s) and prices quoted will be placed on file and may be examined upon request. If contract is awarded to someone other than lowest bidder, a note of explanation will appear in the file and Commission Minutes.

Should there be a change in ownership or management the contract shall be canceled unless a mutual agreement is reached with the new owner or manager to continue the contract with its present provisions and prices. The contract is not transferable by either party.

The County may cancel this contract at any time for any reason, provided a thirty day written notice is given.

DISQUALIFICATION OF BIDS

Bids may be disqualified before awarding of the contract for any of the following:

- A. Failure to mark envelope as required;
- B. Failure to sign or notarize the bid document; or
- C. Failure to include requested information or other details of the bid.

IMMIGRATION LAW

By signing this contract, the contracting parties affirm, for the duration of the agreement, that they will not violate federal immigration law or knowingly employ, hire for employment, or continue to employ an unauthorized alien within the State of Alabama. Furthermore, a contracting party found to be in violation of this provision shall be deemed in breach of the agreement and shall be responsible for all damages resulting therefrom.

OPEN TRADE

By signing this contract, vendor agrees that it is not currently engaged in, nor will it engage in, any boycott of a person or entity based in or doing business with a jurisdiction with which the State of Alabama can enjoy open trade.

METHOD OF AWARD

The award will be made to the lowest responsive bidder meeting specifications. It is not the policy of The Shelby County Commission to purchase on the basis of low bid only. Quality, conformity with specifications, purpose for which required, terms of delivery, and past service and experience are among the factors that may be considered in determining the responsive bidder.

The Shelby County Commission reserves the right to award separate contracts for each item, each product, or any combination of products if in the best interest of the Shelby County Commission.

Shelby County requires a purchase order for all purchases/services. Copies of purchase orders shall be required by vendor for orders to be processed and invoices paid.

Please provide your bid response in triplicate, one original and two copies.



Chad Scroggins
County Manager

BID FORM

SHELBY COUNTY COMMISSION
Restroom Supply Products

Bids shall be submitted on a per case unit price for all products listed. Products shall be compatible with dispensers currently in use. All pricing shall include delivery to Columbiana, Alabama.

	# per Case	Price per Case/Unit	Specifications
Tork Bath Tissue/case 9" Diameter Rolls			
Paper Towels / case 7.9"x800' with 2" core			
Scott Multi-fold Towels / case			
Foaming Antibacterial Skin Cleanser To fit Betco/Clario Manual Dispenser			

The undersigned offers these prices, terms and delivery as per stated specifications.

Name of Company: _____
Signature: _____
Address: _____
Phone: (Include area code) _____
Email: _____

Sworn to and subscribed before me this
The Day of , 202

Notary Public
My Commission Expires: _____