



December 9, 2015

**STATE OF ALABAMA
COUNTY OF SHELBY**

Sealed Bids for INMATE FOOTWEAR

Sealed bids for INMATE FOOTWEAR will be received in the office of the County Manager, Shelby County Administration Building, 200 West College Street in Columbiana, Alabama 35051 (mailing address: P. O. Box 467), until **3:00 p.m. December 22, 2015** 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 Teresa Smith at 669-4181.

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 – INMATE FOOTWEAR**" 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.

Use of trade names and numbers shall be interpreted as establishing a standard of quality and shall not be construed as limiting competition.

Prices must be valid for a period of one (1) year from date of bid award. This contract may be renewed for up to three (3) years from the initial award date upon the agreement of both parties

All pricing shall include delivery to Columbiana, Alabama. Delivery is required within two weeks after order is received by vendor.

Any entity of Shelby County Commission may purchase from this bid.

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

Please include two copies of your bid pricing: one original with signature/notary and two copies should be included.

Please mail a sample of each item bid in separate cover from bid.

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;
- C. Failure to include requested information or other details of the bid
- D. Failure to include shipping costs within your bid pricing.

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.

All pricing shall include delivery to Columbiana, Alabama.

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.

All awarded vendors must provide Immigration Law Compliance Documents found on the Shelby County website at www.shelbyal.com.

Please include one original bid response and two copies in your submittal.


Alex Dudchuck
County Manager

BID FORM

SHELBY COUNTY COMMISSION
INMATE FOOTWEAR

All pricing shall include delivery to Columbiana, Alabama.

Item being bid	# per Case	Size	Price per Each	Price per Case
Inmate Sandals				
Inmate Work Boots				
Inmate Outside Shoes				
Inmate Kitchen Rubber Knee Boots				

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

Name of Company: _____

Signature: _____

Print Name: _____

Address: _____

Phone: (Include area code) _____ Email: _____

Sworn to and subscribed before me this

The ____ day of _____, 2015

Notary Public

My Commission Expires: _____.

206
201
250
450
806
805