

Invitation to Bid

The City of St. Marys solicits sealed bids to establish a contract for **Uniform Rental Services**. Bids shall be received in the office of Amy Peeples, City of St. Marys Finance Department, 418 Osborne Street, St. Marys, GA 31558 until 2:00 PM, EST on March 28, 2013 and shall be publicly opened at that time in the St. Marys City Hall Council Chamber, 418 Osborne Street, St. Marys, GA 31558. No bid shall be withdrawn after the closing time for the receipt of proposals for a period of sixty (60) days.

The Invitation to Bid package may be obtained from Amy Peeples in the City of St. Marys Finance Department located at 418 Osborne Street, St. Marys, Georgia 31558 or via email at amy.peeples@stmarysga.gov. Street address, contact person, phone, email and fax number must be provided to ensure prompt delivery and notification of addenda.

Questions regarding the Invitation to Bid must be directed in writing to Bobby Marr – Public Works Director at bobby.marr@stmarysga.gov.

One original and one (1) copy must be submitted in a sealed envelope/package. Each package shall contain the full name and address of each person/company submitting the bid and “**City of St. Marys Public Works Department - Uniform Services**” on the outside of the sealed submittal envelope. Proposals will not be accepted by facsimile or e-mail. Any proposal received after the time and date specified or in any other location than specified for the opening of the proposals will not be considered.

A mandatory pre-bid meeting will be held on March 14, 2013 at 10:00 AM at St. Marys City Hall, 418 Osborne Street, St. Marys, GA 31558. All vendors interested in submitting a Bid for this contract must have a representative at this meeting. Bids received from vendors who did not attend this meeting will not be opened and will be disqualified.

The City has the authority to reject all bids or proposals or any bid or proposal that is nonresponsive or not responsible and to waive technicalities and informalities. The City will select the Bid that, in its sole discretion, is the most responsive and responsible Bid to the City.

All expenses involved with the preparation and submission of the Invitation to Bid to the City of St. Marys, or any work performed in connection therewith is the responsibility of the vendor(s). Any Responders that contact elected officials or staff directly or indirectly for the purpose of influencing the selection process prior to a contract award shall be immediately disqualified and removed from consideration.

The City of St. Marys, in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to such Act, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, sex, age, handicap/disabled in consideration for an award.