

# VILLAGE OF SHELBY

218 N. Michigan Avenue  
Shelby, MI 49455

## SEALED BID FORM

**BIDDING ITEM:**

**Bid Price:**

**Item #:**

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**BID CLOSE DATE:**

**4:00 p.m., Friday, November 13, 2020**

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### CONDITIONS OF BIDDING:

**BIDS:** Bids shall be submitted in a sealed envelope. Envelope shall be clearly marked with words, "SHELBY SEALED BID", followed by the item number of the equipment being bid. Each bid envelope shall be received at the address listed on this form by 4:00 p.m., Friday, November 13, 2020. Successful bidders will be notified during the week of November 16<sup>th</sup>.

**ITEM CONDITION:** All items advertised by the Village of Shelby for sale by bid are to be sold **AS-IS**. The Village shall strive to make its best effort to assist interested parties in obtaining information about each item for sale. The Village makes no warranty of the condition of the equipment nor accuracy of the item description. Each bidder shall be responsible for verifying condition and accuracy of item description prior to submitting a bid and bring to the Village's attention any discrepancy found.

**TERMS OF SALE:** The successful bidder shall be notified that their bid was successful within 10 business days after Bid Closing Date. The successful bidder shall make full payment with cash or cashier's check made payable to the Village of Shelby and shall arrange to pick-up their item within 10 business days from date they were notified of their successful bid.

**DEFAULT OF SALE:** Any item not paid for within the timeline provided shall forfeit their claim to the item. Any item not picked-up within the timeline provided shall forfeit their claim to the item, and payment for item may be retained, in whole or in part, by the Village for damages. If bidder forfeits claim to any item bid, the Village may, at its discretion, offer the item to the next highest bidder.

**VILLAGE OF SHELBY RIGHTS:** The Village of Shelby retains the right to remove items offered for sale from the sale list at any time up to the Notice of Award should the Village determine the sale of the item is not in its best interests. The Village reserves the right to reject any or all bids. No refunds will be made on any item purchased.

By signing below, I am indicating that I have read, understand and will comply with the terms and intentions of the conditions of this bid, and will provide payment in full for said item listed above, should I be awarded the Bid.

**BIDDERS NAME:**

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**BIDDERS SIGNATURE:**

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**BIDDERS ADDRESS & PHONE:**

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