



# City of Cottonwood, Arizona

## NOTICE OF FORMAL SOLICITATION

**SOLICITATION TYPE:**  
**COMMODITY/SERVICE SOUGHT:**  
**SOLICITATION INVITATION NO.:**  
**BID DUE DATE AND TIME:**  
**LOCATION:**

**INVITATION FOR BIDS**  
**Generator Maintenance and Repair**  
**2015-PW-09**  
**Friday, April 10<sup>th</sup>, 2015 at 3:00 p.m. local Arizona time**  
**City of Cottonwood**  
**Administrative Services Department**  
**Purchasing Division**  
**816 N. Main Street**  
**Cottonwood, Arizona 86326**

The City of Cottonwood is soliciting an Invitation for Bids for the maintenance and repair of fifteen (15) emergency standby generators located on various City properties. The generators are either natural gas or diesel powered and range in size from 35 KW to 500 KW.

Solicitation documents are available by email by contacting the Purchasing Division at [jcook@cottonwoodaz.gov](mailto:jcook@cottonwoodaz.gov) or hard copies can be picked up at the City of Cottonwood, Administrative Services Department located at 816 N Main Street, Cottonwood, AZ 86326. Documents can also be obtained through the Public Purchase website at [www.publicpurchase.com](http://www.publicpurchase.com).

Sealed bids for the commodity or service specified will be received by the Purchasing Division, City of Cottonwood, 816 N. Main Street, Cottonwood, AZ 86326, until the time and date cited above. Bids received by the correct time and date will be opened publicly and the prices shall be read aloud at the Purchasing Division Office.

Bids must be in the actual possession of the Purchasing Division Office and stamped by a member of the Administrative Services staff on or prior to the exact time and date indicated above. Late submittals or unsigned submittals **will not** be considered under any circumstances.

Bids must be submitted in a sealed envelope with the solicitation invitation number and the Bidder's name and address clearly indicated on the envelope. All bids must be completed in ink or typewritten. Additional instructions for preparing your bid are provided in the Information and Instructions to Bidders.

Publish Date: Verde Independent – Sunday, March 29<sup>th</sup>, 2015 and Sunday, April 5<sup>th</sup>, 2015

**PUBLISHERS AFFIDAVIT REQUIRED**