



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

Portable Trailer Mounted Generator

2014-PW-03

Friday, September 6, 2013 at 2:00 pm local Arizona time

City of Cottonwood

Administrative Services Department

Purchasing Division

816 N Main Street

Cottonwood, Arizona 86326

The City of Cottonwood is soliciting bids for the purchase of a Portable Trailer Mounted Generator. Solicitation documents are available by email by contacting the Purchasing Division at (928) 340-2714 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.

Sealed bids for the commodity or service specified will be received by the City of Cottonwood, Administrative Services Department, Purchasing Division located at 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.

Awards shall be made with reasonable promptness by giving written notice to the Bidder whose bid best conforms to the invitation and will be the most advantageous to the City of Cottonwood with respect to price, conformity to the specifications and other factors. Other factors to be considered may include, but are not limited to, quality, uniformity of product and Bidder's past performance on other contracts. Award may be made to other than the low price bid. However, all bids may be rejected if the City of Cottonwood determines that rejection is in the public interest.

Publish Date: Verde Independent – Sunday, August 18, 2013 and Sunday, August 25, 2013

PUBLISHERS AFFIDAVIT REQUIRED