

## AWARD BASED ON INDIVIDUAL BIDS

### INSTRUCTIONS TO BIDDERS

1. All bids must be submitted on the attached bid proposal form prior to the bid opening date indicated. It is the responsibility of the prospective bidder to inspect the construction site and examine the plans and HHE 200 forms, technical specifications, and contract general conditions to ensure that he fully understands the construction requirements. Any questions regarding the work should be directed to the Municipality at least twenty-four hours before bid opening.
2. The contract is based on individual systems. Contracts will be signed individually with each bidder whose individual septic system price is lowest. The Municipality will be the sole judge of the acceptability of the bids, and may reject any and all bids if it is judged to be in the Municipality's best interest. The contractor may be required to produce evidence of his ability to adequately perform the work before bids are awarded.
3. The bid prices must be for complete, operational and finished septic systems as indicated in the bid documents including any piping, fittings, valves, fill, grading, insulation, site restoration, electrical or other work not directly shown but which can be reasonably inferred by an examination of the site and construction documents to produce a finished product. Qualified bids will not be accepted. Any errors or omissions detected by prospective bidders should be brought to the attention of the Municipality at least twenty-four hours before bid opening.
4. This project is partially or wholly funded by the Maine Department of Environmental Protection, and is subject to special requirements as described in the bid documents.
5. Pump Stations shown on the plans must be included in the bid price. If the need for a Pump Station is not clear on the plans, then the system is to be bid without a Pump Station with a separate price for the Pump Station if it is found to be needed.
6. The selected contractor will be required to show proof of insurance per the General Conditions of the Contract
7. Contents of the construction contract include:
  - Instructions to Bidders
  - Bid Proposal
  - Contract Agreement
  - General Conditions
  - Specifications for Septic System
  - Design Plans (usually the HHE – 200)
  - Change Orders
  - Contractor's Final Payment Affidavit

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### BID PROPOSAL

THIS BID IS SUBMITTED TO: \_\_\_\_\_(MUNICIPALITY)

\_\_\_\_\_(ADDRESS)

Having carefully examined the Instructions to Bidders, Bid Proposal, Contract Agreement, General Conditions, Plans and Specifications, Contractors Final Payment Affidavit form and Change Order form prepared by: \_\_\_\_\_(Site Evaluator/Engineer) as well as the premises and conditions affecting the Work, we the undersigned propose to furnish all Labor, Equipment, and Materials necessary for and reasonably incidental to the construction and completion of this Proposal for:

| NAME OF SYSTEM<br>(An individual price for each system must be shown) | LUMP SUM PRICE<br>per SEPTIC SYSTEM<br>(include Pump Station cost if check box on HHE 200 indicates "REQUIRED") | ADDITIONAL PUMP STATION COST<br>(if check box on HHE 200 indicates "MAY BE REQUIRED") |
|-----------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------|
|                                                                       | \$                                                                                                              | \$                                                                                    |
|                                                                       | \$                                                                                                              | \$                                                                                    |
|                                                                       | \$                                                                                                              | \$                                                                                    |
|                                                                       | \$                                                                                                              | \$                                                                                    |

The Contract(s) will be awarded to the lowest acceptable LUMP SUM PRICE for each individual septic system. Pump stations indicated on the plans ("REQUIRED" is checked) must be included in the LUMP SUM PRICE. If the need for a pump station is not clear on the plans, ("MAY BE REQUIRED" is checked), the LUMP SUM PRICE shall include a price for the complete system without a pump station and a separate price for the pump station in case it is found to be needed. A separate pump station price which is deemed to be unreasonable may be reason to reject the bid.

The undersigned agrees, if awarded the Contract, to complete the Work within \_\_\_\_\_calendar days after execution of the agreement. **(FILLED IN BY MUNICIPALITY)**

The undersigned agrees, if this Proposal is accepted, to sign a Contract and deliver it, along with the Affidavits of all insurance within seven (7) calendar days after the date of notification of such acceptance.

PRINTED NAME: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_DATE: \_\_\_\_\_

COMPANY NAME: \_\_\_\_\_TEL: \_\_\_\_\_

ADDRESS: \_\_\_\_\_