



Somerville Public School

Education • Inspiration • Excellence

Francis Gorski, Finance Director

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BIDDING INSTRUCTIONS FOR BID# S2019-05

The Somerville Public Schools is accepting quotes for surplus Cafeteria Tables. The listing of equipment with descriptions and pictures can be seen on the Muncibids website:

Muncibid.com

Somerville Public Schools – Cafeteria Tables

- 2 green cafeteria tables
- 4 white cafeteria tables
- 1 large gray cafeteria table

The rule for award will be the highest price for an individual item or a lump sum on a group of items, whichever presents the highest yield.

The tables are located at the Central Administration Building of the Somerville Public Schools. Tables that are purchased must be removed from the premises by the buyer within 15 days after the award and purchase of the surplus tables. Form of payment is by a certified or cashier's check to be made out to the City of Somerville.

The City of Somerville reserves the right to accept or reject any or all bids, to waive any informalities, to divide the award, to amend any specifications, or to accept any portion of a bid, if the best interest of the City of Somerville would be served by so doing.

The City of Somerville makes no representations and warranties about the condition and/or usability of the items. The purchasing of an item “as is” in existing condition and with sufficient opportunity to personally inspect the equipment and are satisfied as to its condition. Further, a purchaser is under no duress to purchase the item and doing so as a free act.

WHEN SUBMITTING BID DOCUMENT it must be accompanied by Form #5A - “Non-Collusion and Tax Compliance Certification Form” signed by authorized person submitting bid.

The sale of the tables will be awarded to the responsible person offering the highest price. If you wish to submit a proposal, please go to the Muncibids online auction site to do so.

Questions concerning this invitation for bid should be directed to:

Francis Gorski, Finance Director for the Somerville School Department, 8 Bonair Street, Somerville, MA 02145 not less than ten (10) working days prior to the scheduled bid opening date or by calling 617-629-5236. If you would like to make an appointment to see any of the tables listed, please call the Finance Office at the phone number above.

