

Initials: \_\_\_\_\_

**JUAB COUNTY  
SECOND FLOOR CONFERENCE ROOM  
OFFICE FURNITURE AND EQUIPMENT  
SEALED BID**

**SEALED BID OPENING TIME/PLACE:** Bids will be opened on **JANUARY 16, 2018 at 11:55 A.M.** in the Juab County Commission Chambers Rooms, 160 North Main Street, Nephi, UT.

**SEALED BID DESCRIPTION:** Juab County Second Floor Conference Room Office Furniture and Equipment with design layout SEALED BID

**SEALED BID Submission Deadline:** January 16, 2018 – 8:30 a.m.

**Contact Name and Phone:** **Rick Carlton: 801-310-5493**

**Specifications:** *(By signing and submitting a SEALED BID, bidder agrees to all SEALED BID specifications.)*

Juab County is soliciting “Furniture and Equipment and Design Layout” Sealed Bid proposal, from licensed, insured contractors for furnishing the necessary office furniture and equipment for their second floor conference room in the Juab County Courthouse located at 160 North Main Street, Nephi, UT.

Onsite, pre-bid walk through required, by appointment only - please call Rick Carlton at 801-310-5493.

- 1) Contractor to provide, deliver and install (if applicable) furniture and equipment to the second floor conference room within the Juab County Courthouse, approximate location noted above, located at 160 N. Main Street, Nephi, Utah.
- 2) Bidders shall include design/layout plans for said conference room of all furniture and equipment.
- 3) Written bids must be physically received at the Juab County Clerk/Auditor’s Office, 160 North Main – Room 103, Nephi, UT 84648 no later than 8:30 a.m. on JANUARY 16, 2018.
- 4) Juab County reserves the right to reject any and all bids, including token bids, and to waive any informality of the bid. Juab County also reserves the right to not accept the lowest bidder for purchases, nor accept the highest bidder, when, in the opinion of the County, a different bid may be in the best interest of the County.
- 5) Bids will be opened publicly in the Juab County Commission Chambers - Room 101, 160 North

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Main, Nephi, UT 84648 at 11:55 a.m. on January 16, 2018.

- 6) A Juab County Sealed Bid form shall be completed, signed and returned in a sealed envelope as shown on page 3. SEALED BID/Bid Forms available at: "juabcounty.com", under permits and licenses, then under bid forms.
- 7) Plans, office equipment and furniture specifications and warranties must be provided by Bidder and shall be in compliance with all applicable office furniture standards.
- 8) Bidder shall state in writing, proposed specifications and warranty with bid.
- 9) Bidders shall specify *firm* "delivery date". Delivery dates shall be considered in Bid Award.
- 10) Failure to comply with any and all of the terms of the bid may result in rejection of the bid.
- 11) Bidder shall initial each page of the bid form.

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**JUAB COUNTY  
SECOND FLOOR CONFERENCE ROOM  
OFFICE FURNITURE AND EQUIPMENT SEALED BID FORM**

Please LEGIBLY complete “all” information and sign below. Failure to completely and legibly complete this form may result in rejection of your bid.

NAME:		
BUSINESS NAME:		
ADDRESS:		
CITY:	STATE:	ZIP:
CONTACT PHONE: Area Code (    )		
ALTERNATE CONTACT PHONE: Area Code (    )		

Bidder Name  
Bidder Address

**SECOND FLOOR CONFERENCE ROOM  
OFFICE FURNITURE AND EQUIPMENT SEALED BID**  
C/o Juab County Clerk/Auditor’s Office – Room 103  
160 North Main Street  
Nephi, UT. 84648-1412

**Total Bid Amount:** \_\_\_\_\_ **Firm Project Completion Date:** \_\_\_\_\_

**NOTE:** All three pages shall be signed and/or initialed and included in the bid envelope along with warranties and other documentation and a copy of contractor’s license.

***Bidders shall sign below:***

Authorized Bidder Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Printed Authorized Signer Name : \_\_\_\_\_