

## NOTICE TO PROSPECTIVE BIDDERS

Sealed Proposals for the furnishing and delivery of all materials and equipment (except materials and equipment specified to be furnished by the Owner) complete and conforming to the bid documents for a 230 kV Autotransformer for the Greenville West 230 kV Substation, as set forth in the Bid Schedules, will be received by Greenville Utilities Commission (hereinafter referred to as the Owner) at the offices of the Procurement Coordinator, Greenville Utilities Commission, 401 S. Greene St, Greenville, North Carolina 27834, on or before **2:00 PM, local time, Thursday, July 12, 2018**, at which time the Proposals will be opened and read. Any Proposal received subsequent to that time will be promptly returned to the Bidder unopened. **Bids submitted in a fax or e-mail in response to this Invitation for Bids will not be acceptable. All questions concerning this bid must be received via email to Cleve Haddock, Haddockgc@guc.com by June 28, 2018.**

Instructions for submitting bids and complete specifications will be available in the Office of the Procurement Coordinator, Greenville Utilities Commission, 401 S. Greene Street, Greenville, North Carolina during regular office hours, which are 8:30AM – 5:00PM Monday through Friday. Greenville Utilities Commission reserves the right to reject any or all bids.

Each bidder must submit a proposal on the enclosed bid forms. **The bid must be signed by an authorized official of the firm. Return only the attached Proposal Form. Do not return the Advertisement for Bids, Instructions to Bidders or Specifications.**

Bids must be in sealed envelopes clearly marked on the outside with the name of the bid and the bid opening date and time. Bid shall be addressed to Cleve Haddock, CLGPO Procurement Coordinator, GREENVILLE UTILITIES COMMISSION, 401 S. GREENE STREET, GREENVILLE, NORTH CAROLINA, 27834.

Bids will be opened promptly and read at the hour and on the date set forth in the advertisement in the Office of the Procurement Coordinator, Greenville Utilities Commission, Main Office, 401 S. Greene Street, Greenville, North Carolina. Bidders or their authorized agents are invited to be present.

Prior to the submission of the Proposal, the Bidder shall make and shall be deemed to have made a careful examination of the bid documents on file with the Owner and with the Engineer and of all other matters that may affect the cost and the time of the work.

The name and address of the Bidder, its license number (if a license is required by the State), and the following description must appear on the envelope in which the Proposal is submitted **“BID FOR THE 230 KV AUTOTRANSFORMER FOR GREENVILLE WEST 230 KV SUBSTATION NOT TO BE OPENED UNTIL 2:00PM, THURSDAY July 12, 2018”**.

Each Proposal shall be accompanied by cash, cashier's check, or certified check drawn on a bank insured with the Federal Deposit Insurance Corporation or the Savings Association Insurance Fund, payable to the Owner, in an amount not less than five percent (5%) of the total bid as a guarantee that a Contract, if awarded, will be accepted. In lieu thereof, a Bid Bond may be submitted by the Bidder in an amount not less than five percent (5%) of the total bid (see attached Bid Bond form). The total bid price for which the five percent (5%) applies shall be the total of all schedules.

The Owner reserves the rights to (1) waive minor irregularities or minor errors in any Proposal if it appears to the Owner that such irregularities or errors were made through inadvertence. Any such irregularities or errors so waived must be corrected on the Proposal prior to its acceptance by the Owner; (2) reject any or all Proposals and to hold any or all Proposals for a period of sixty (60) days from the date of opening thereof; (3) accept the bid, in its opinion, that represents the lowest responsible, responsive bid from the standpoint of quality, performance, delivery and price; and (4) award Contracts to Bidder(s) for any Schedule(s) individually or collectively from the Bid Schedules.

**GREENVILLE UTILITIES COMMISSION  
GREENVILLE, NORTH CAROLINA**

By: Anthony C. Cannon Date: \_\_\_\_\_  
General Manager / CEO