

**City of Homer Surplus Equipment List
BID SHEET FOR EQUIPMENT**

City of Homer Surplus Equipment Sale – November 2013

**PLEASE READ AND FOLLOW THE INSTRUCTIONS TO AVOID
HAVING YOUR BID REJECTED.**

- Bidders must submit a Plan Holder’s Registration form to be added to the Plan Holder’s List. If a bidder’s name is not on the Plan Holder’s List their bid will not be opened.
- Plan Holder’s Registration forms are found on line at <http://www.cityofhomer-ak.gov/rfps>
- Only 1 bid item per sheet, printed legibly or typed
- Only 1 bid sheet per envelope
- The envelope shall be sealed and include the following information printed on the outside of the envelope:
 - ***Bidder’s name and address***
 - ***City of Homer Surplus Equipment Sale-November 2013***
 - ***Bid Item Number and Item Name***
- Sealed bids may be hand delivered or mailed to the City Clerk, City of Homer, 491 E. Pioneer Avenue, Homer, AK 99603 prior to the bid closing of 3:00 p.m. Thursday, November 21, 2013.
- Bids must be received at the City Clerk’s office prior to the bid closing deadline to be considered responsive.
- Bidders name must be included on the Plan Holder’s List.
- The City Clerk’s Office will not provide envelopes for bidders, nor will the Clerk’s Office Staff write bidder’s information on the envelope on behalf of the bidder.

Name of Bidder _____

Address of Bidder: _____

Bidder’s Contact Phone Number _____

Bid Item No. _____ Item Description _____

Bid Amount \$ _____