



CHEROKEE COUNTY

110 Railroad Avenue
Gaffney, South Carolina 29340
Phone : 864-902-2299
Email : abi.reid@cherokeecountysc.com

REQUEST FOR PROPOSAL

Proposal # 2026-21

FOR

Tow Service for Cherokee County

Issued on: Wednesday, February 18th, 2026
Due Date: Monday, March 9th, 2026, at 12:00 P.M. EST

Administered by: Abi Reid, Administration Coordinator

INTRODUCTION and INTENT of Bid:

Notice to Vendors

Sealed bid will be received by Cherokee County from experienced, qualified vendors who specialize in the following:

REQUEST FOR Bid 2026-21 Tow Service for Cherokee County

Sealed Bid will be accepted until **Monday, March 9th, 2026 at 12:00 P.M.** at the Finance Department in the Cherokee County Office Building, 110 Railroad Ave, 2nd Floor, Gaffney, South Carolina 29340. Complete specifications and instructions are attached herewith. Location of projects is Cherokee County, SC.

Bid documents may be obtained from Abi Reid at the County Office Building, by email abi.reid@cherokeecountysc.com. RFPs shall be submitted on the form furnished and shall be submitted in a sealed envelope identifying the company name, the RFP title, the RFP number, and the RFP due date on the face of the envelope.

GENERAL CONDITIONS and FINANCIAL PROVISIONS:

PRICING: The company warrants that the pricing stated herein shall remain firm for a period of (3) years from the first day of the contract period. Pricing shall include all charges that may be imposed in fulfilling the terms of the contract. A maximum of 5% per year during the second and third year will be accepted.

PAYMENT TERMS: Payment terms are NET 30 days following receipt of correct invoice. Invoices must be submitted to:

Cherokee County
Attn: Accounts Payable
110 Railroad Avenue
Gaffney, South Carolina 29340

Cherokee County is responsible for all payments to the Company under this contract.

CHANGES: Cherokee County shall have the right, at any time, to alter the specifications to meet increased or decreased needs. If any such changes cause an increase or decrease in the cost or the time required for the performance, or otherwise affects any other provision of this agreement, an equitable adjustment shall be made, and this agreement shall be modified in writing accordingly.

AVAILABILITY OF FUNDS: Any and all payments to the Company shall be deemed binding only to the extent of appropriate funds for the purpose set forth in this proposal.

NON-DISCRIMINATION: The Company shall not discriminate against any individuals and will take proactive measures to assure compliance with all Federal and State requirements concerning fair employment, employment of people with disabilities, and concerning the treatment of all employees without regard to discrimination based upon age, race, color, religion, sex, national origin or disability.

GOVERNING LAWS: This contract is made under and shall be governed and construed in accordance with the laws of the State of South Carolina.

ADVERTISING: In submitting a proposal to Cherokee County, the Company agrees not to use the results of their proposal as a part of any commercial advertising without prior approval of Cherokee County Government.

CONFIDENTIALITY OF PROPOSALS: In submitting a proposal, the Company agrees not to discuss or otherwise reveal the contents of the proposal to any source outside of Cherokee County Government until after the award of the contract. Companies not in compliance with the provision may, at the option of Cherokee County, be disqualified from contract award. Only discussions authorized by the issuing agency are exempt from this provision.

COST FOR PROPOSAL PREPARATION: Any costs incurred by a Company in preparing or submitting proposals are the Companies' sole responsibility. Cherokee County will not reimburse any Company for any costs incurred prior to award of this contract.

TIME FOR ACCEPTANCE: Each proposal shall state that it is a firm offer which may be accepted within a period of 90 days following the submittal date, Monday, March 9th, 2026, at 12:00 P.M. EST.

Although the contract is expected to be awarded prior to that time, the 90-day period is requested to allow for unforeseen delays.

RIGHT TO SUBMITTED MATERIAL: All responses, inquiries, or correspondence relating to or in reference to this Request for Proposals, and all other reports, charts, displays, schedules, exhibits, and other documentation submitted by the Company shall become the property of Cherokee County when received.

COLLUSIVE BIDDING: The vendor's signature on the Cherokee County "Request for Proposal" is a guarantee that the prices quoted have been arrived at without collusion with other eligible Company and without effort to preclude Cherokee County Government from obtaining the lowest possible competitive price.

ERRORS AND OMISSIONS: The Contractor shall not take advantage of any errors or omissions in this RFP. The Company shall promptly notify Cherokee County Government of any omissions or errors found in this document.

BID OPENING: The proposal deadline is Monday, March 9th, 2026, at 12:00 P.M EST. and opened at 3:00 P.M on Monday, March 9th, 2026, in the Cherokee County Council Chambers. On that date and time, the package containing the proposals from each responding Company will be publicly opened. At that time the name of the Company and the cost(s) offered will be announced. This is an open and public meeting. Interested parties may attend. However, it must be noted that these costs and their components are subject to further evaluation for completeness and correctness. Therefore, the cost(s) announced at that time may not be an exact indicator of the Companies pricing position. Neither can the assumption be made that the Company with the lowest price offered will be awarded the contract. See "**EVALUATION CRITERIA**" and "**AWARD OF RFP**" for further explanation on the components involved with the award of this contract. An award recommendation will be made at the Cherokee County Council meeting on Monday, March 16th at 5:00pm. This award recommendation does not institute a contractual agreement with the company recommended.

EVALUATION CRITERIA: Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. The proposals will be evaluated on a "best overall value" basis including, but not limited to, completeness and content of the proposal, pricing, quality, the Company's ability to follow the specifications, the Company's ability to provide a team of skilled, trained employees, the Company's experience with similar projects and the Company's responses to "Mandatory Issues". In addition to these considerations, the evaluators may request additional information, oral presentations or discussions with any or all the responding Company's to clarify elements of their proposal or to amplify the materials presented in any part of the proposal. However, Companies are cautioned that the evaluators are not required to request clarification; therefore, all proposals should be complete and reflect the most favorable terms available from the Company.

Cherokee County reserves the right to make independent investigations as to the qualifications of the Company. Such investigations may include contacting existing customers. Companies should keep in mind that this is a Request for Proposals and not a request to contract. Cherokee County reserves the unqualified right to accept or reject all proposals, and to waive any irregularities as may be permitted by law when it is deemed that such action will be in the best interest of Cherokee County.

REFERENCE TO OTHER DATA: Only information which is received in response to this RFP will be evaluated. Reference to information previously submitted shall not be evaluated.

AWARD OF RFP: Cherokee County Government, at its sole discretion, following an objective evaluation, will award this contract to the most responsible, responsive Company. Price will be a major consideration but will not be the determining factor in our selection. The award of this contract will be based and granted on “**BEST VALUE.**” “**BEST VALUE**” will allow Cherokee County to consider factors beyond pricing such as whether the responsible Company is able to meet and/or exceed the required specifications. “**BEST VALUE**” will permit and reflect prudent stewardship of public funds and trust. Award of the contract to one Company does not mean that the other proposals lacked merit. Award of the contract signifies that after all factors have been considered, the selected proposal was deemed most advantageous to Cherokee County

NOTIFICATION OF AWARD: After all prerequisites and specifications have been met by the Company, the successful Company will be notified within ten (10) working days of this award. Cherokee County will notify the successful Company in writing, either by a LETTER OF AWARD or a PURCHASE ORDER or both. VERBAL NOTIFICATION OF THE AWARD OF THIS CONTRACT IS NOT CONSIDERED A RELIABLE MODE OF NOTIFICATION AND, THEREFORE, WILL NOT BE RECOGNIZED AS AN OFFICIAL NOTIFICATION.

TERMINATION FOR CAUSE: Cherokee County reserves the right to terminate this contract at any time for cause. The violation of any provision or condition contained in this contract, or the refusal, failure, or inability to carry out any provisions of this contract shall constitute sufficient grounds to terminate this contract for cause.

TERMINATION WITHOUT CAUSE: Cherokee County and the Company may terminate this contract without cause. Written notice of termination must be sent via certified U.S. mail no later than thirty (30) days prior to the termination date.

EMPLOYEE GUIDELINES:

DRUG POLICY: The Company certifies that it maintains a drug-free workplace environment to ensure worker safety and workplace integrity. The Company further agrees their employees shall comply with Cherokee County’s Drug-Free Workplace Policy.

EMPLOYEE GUIDELINES: The Company shall use only qualified personnel to provide the required services. The Company shall be responsible for insuring that employees abide by all rules and regulations set forth for the buildings and grounds.

SAFETY:

State and Federal Regulations: The Company shall perform all work in accordance with State and Federal safety regulations regarding work zones, work areas, equipment, vehicles, tools and supplies. The Company shall provide all necessary and required work zone protective devices and traffic channeling devices as required under State and Federal safety regulations.

Public Safety: The Company shall protect the safety and convenience of the public. The Company shall perform work as needed and necessary to protect the public from hazards.

SPECIAL CONDITIONS:

HISTORICALLY UNDERUTILIZED BUSINESSES: Cherokee County invites and encourages participation in this Request for Proposals process by businesses owned by minorities, women, disabled, disabled business enterprises and non-profit work centers for the blind and severely disabled.

PROPOSAL INFORMATION:

- Proposals will be received by Cherokee County by Monday, March 9th, 2026, at 12:00 P.M EST. Proposals may be submitted by mail or delivered in person. **NO** faxed or email proposals will be accepted. Abi Reid must receive all proposals at the following location **PRIOR** to the date and time specified; however, within 24 hours of the bid opening, bids must be electronically sent in PDF form to Abi Reid as well. Any proposal received after the date and time prescribed shall **NOT** be considered for award and the proposal shall be returned to the Company.

Each proposal must be submitted in a sealed envelope, addressed to:

Cherokee County
Attn: Abi Reid
110 Railroad Avenue
Gaffney, South Carolina 29340

- Each sealed envelope containing a proposal must be plainly marked with the **“COMPANY’S NAME”, “RFP TITLE”, “RFP NUMBER”, and the “RFP OPENING DATE & TIME”.**
- All proposals must be submitted on the required forms. All blank spaces for bid prices must be completed in ink or typewritten. The Bid Forms must be completed, signed, and dated by an official of the company authorized to bind the firm. Unsigned proposals will not be considered. Proposals must consist of one (1) original and one (1) copy. These proposals shall be marked as such – Original and Copy.
- A conditional or qualified proposal will not be accepted.
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance and a current W9 form.
- All on-site contractors including 1099 vendors who perform work on Cherokee County property and the premises of Special Tax Districts utilizing County collected funding, are required to carry Workers Compensation Insurance Coverage. Proof of insurance (certificates) must be on file before a purchase order can be issued or work begun. Any exceptions to this requirement must be approved by the County Administrator. The requirements are as follows:
 - Workers Comp = Statutory Limits
 - Employers Liability: \$100,000 Minimum
 - General Liability: \$1,000,000 Minimum

Auto Liability: \$1,000,000 Minimum

If selling products for a building project, the general liability must include Products and Completed Operations coverage. For high-risk jobs (i.e. asbestos removal) a higher limit may be required. For businesses not required by law to obtain Worker’s Compensation Insurance, the cost of WC coverage on the part of Cherokee County may be factored into the bid/quoted price.

COMPANY INFORMATION:

1. Owner of the Company _____
2. Location of the Company _____
3. List the number of years in business _____
4. Is your business full or part-time? _____
5. List the number of people employed on a regular basis. _____
6. Do you maintain an office that is staffed during normal daily working hours?

7. Who is the County’s contact person in the event your firm is awarded the contract?

E-mail Address: _____

8. List at least four (4) references of firms (not residences) in which your company has provided services within the past two (2) years.

Company Name	Contact Name	Telephone Number



**CHEROKEE COUNTY
110 RAILROAD AVENUE
GAFFNEY, SOUTH CAROLINA 29340**

REQUEST FOR PROPOSAL

RFP TITLE:
Tow Service for Cherokee County
Issue Date:
Wednesday, February 18th, 2026

RFP NUMBER: # **2026-21**

Purchasing Contact & Telephone
Abi Reid
864-902-2299

PROPOSAL DUE DATE & TIME:

Monday, March 9th, 2026, at 12:00 P.M.

NOTE: Proposals received after the opening date and time will not be accepted.

Cherokee County Government solicits your company to submit a proposal on the above referenced project. By signing this form, the Company signifies their acceptance of all terms, conditions, and specifications set forth in this Request for Proposals. All proposals must have an authorized signature in the space provided below. Two (2) copies of your proposal must be sealed and delivered to: CHEROKEE COUNTY, Administration Office, 110 Railroad Ave, Gaffney, South Carolina, 29340 before the RFP deadline. The package containing proposals for this project must reference the "COMPANY'S NAME", "RFP TITLE", "RFP NUMBER", and the "RFP OPENING DATE & TIME". **NO** faxed or email proposals will be accepted. Cherokee County Government will not be responsible for late or lost bids by the U.S. Postal office or any other delivery services used by the Company. Proposals may not be withdrawn for a period of sixty (60) days after the bid opening unless otherwise specified.

THE FOLLOWING MUST BE COMPLETED, SIGNED, AND RETURNED AS PART OF YOUR PROPOSAL. PROPOSALS WILL NOT BE ACCEPTED WITHOUT THIS FORM, SIGNED BY AN AUTHORIZED AGENT OF THE CONTRACTOR.

COMPANY NAME:

MAILING ADDRESS:

CITY, STATE, ZIP:

EMPLOYER'S FEDERAL IDENTIFICATION NUMBER:

TELEPHONE NUMBER:

FAX NUMBER:

I CERTIFY THAT THIS PROPOSAL IS MADE WITHOUT PRIOR UNDERSTANDING, AGREEMENT, OR CONNECTION WITH ANY OTHER CONTRACTOR SUBMITTING A PROPOSAL FOR THE SAME SERVICES AND IS IN ALL RESPECTS FAIR AND WITHOUT COLLUSION OR FRAUD. I AGREE TO ABIDE TO ALL TERMS AND CONDITIONS OF THIS BID AND CERTIFY THAT I AM AUTHORIZED TO SIGN THIS BID AS OR FOR THE COMPANY.

AUTHORIZED SIGNATURE:

TYPED OR PRINTED

NAME:

TITLE:

DATE:

GENERAL SPECIFICATIONS/BID SHEET

**REQUEST FOR PROPOSAL 2026-21
Tow Service for Cherokee County**

SCOPE OF SERVICES

1. General

- a. The Contractor shall provide towing and related services, as identified below, at the request of Cherokee County employees, to include all official offices of Cherokee County.
- b. The County desires to enter into a one- year agreement with the option to extend for two additional one-year periods upon mutual agreement of both parties with a qualified Contractor for on-call towing as needed. Typically, these calls are for a variety of light duty vehicles and medium duty trucks that have broken down or been involved in an accident. On occasion, there is need for a heavy-duty tow (semi-truck) or for larger pieces of equipment. The County has approximately 210 vehicles.
- c. The towing services will include all areas within Cherokee County and, if necessary, within a reasonable distance from the County line. The towing service selected is required to be located within the limits of Cherokee County for the full duration of the contract term.
- d. Contractor should be aware that the services will be an “on call” as needed basis. In addition, Contractor must accept all vehicles and equipment and may not “pick and choose” select tows. There is no guarantee as to the number of tows that will occur.
- e. The awarded contractor shall appoint a person or persons to act as a primary contact for the County. This person or back-up shall be readily available by phone or in person and shall be knowledgeable of the contract terms and procedures involved. A contact person and phone number which will afford the County access twenty-four (24) hours a day, 365 days per year for towing services in the event of a major breakdown or natural disaster is also required during the term of the contract.
- f. Contract will begin April 1st, 2026.

2. Request for Service

- a. The Contractor shall respond to requests for towing services issued by the Cherokee County, twenty-four (24) hours per day, and seven days per week.
- b. Requests for service under this proposal will be made by individual departmental/office employees of Cherokee County who are assigned a county vehicle. Only county vehicles are covered under this contract. At times, heavy equipment may need to be towed as well.

3. Response

- a. The Contractor shall arrive within forty-five (45) minutes from receiving the call for service within the boundaries of Cherokee County. The response time shall be measured from the time of receipt of the call from the County to the dispatcher of the wrecker.
- b. The County reserves the right to call another towing firm if service is not provided within the time frame above unless other arrangements have been agreed upon.
- c. If Contractor fails to respond two times in any three (3) month period, to the County’s request for towing services, the County may, at its option, terminate service with the Contractor.

4. Equipment Specifications and Condition

- a. The Contractor shall provide, at a minimum, a wrecker of sufficient size and weight as defined below. The operator of said wrecker shall follow the manufacturer's operation manual in the operation of said wrecker. The wrecker operator shall not attempt to tow any vehicle that would reduce the weight of the front axles by fifty (50) percent or more.
 - i. Cars & Light Trucks
 - 1. This shall cover the removal of any automobile or light truck up to 14,000 lbs. registered G.V.W.
 - ii. Medium Duty Trucks
 - 1. This shall cover the removal of any medium duty truck with a registered G.V.W. of 14, 001 to 26,000 lbs.
 - iii. Heavy Duty Trucks
 - 1. This shall cover the removal of any heavy-duty truck (i.e., motor graders) with a registered G.V.W. of 26,001 lbs. or more.
 - b. The awarded contractor shall maintain all equipment for use under the contract in good operating condition. Repeated problems with equipment operation or condition may be cause to terminate the contract.
 - c. All tow trucks and equipment used by the awarded contractor in the performance of the contract must meet all requirements of the contract whether owned, hired, or leased. Services under the contract may not be sub-contracted with another towing company.
 - d. All equipment used by the awarded contractor shall meet the following minimum requirements.
 - i. All tow trucks must contain at least one (1) shovel, one (1) broom, a serviceable multi-purpose fire extinguisher; general tools, such as hammer, crowbar, screwdriver, axe, bolt cutters, jumper cables, flashlight, and wrecking bar; and at least five (5) gallons of commercial absorbent for use in minor fluid spills.
 - ii. The Contractor shall provide whatever equipment and labor that is necessary to move a motor vehicle and other items designated by the County, including, but not limited to using dollies, winches, cable extensions, tie downs, and off-road work.
 - iii. Contractor shall have a minimum of two (2) tow trucks in their fleet, one (1) being a tow truck and one (1) being a flatbed truck which must meet the State of South Carolina regulations.
 - iv. The Contractor will be required to promptly and thoroughly clean up any debris at the scene of an accident, including all debris, glass, vehicle parts, oil, and any other road hazards left in the road as a result of the accident.
5. Delivery of Towed Vehicles
- a. Vehicles shall be delivered to a location determined by the Cherokee County employee. All vehicles will be delivered to a location within Cherokee County. This location may include a dealership or auto repair facility.
6. Statement of Responsibility
- a. The Contractor shall be responsible for the vehicle towed and its contents from the time it is towed until the vehicle is delivered to the location specified by the County.
 - b. The Contractor to whom the contract is awarded, shall be responsible for towing vehicles in a professional and legal manner, and in such a way as to prevent and/or minimize damage to the vehicle being towed.

- c. The Contractor will be held liable for the costs to repair damages caused by him/her and damage to property caused by him/her, his/her employees, and or his/her equipment. At no time shall the Contractor or his/her employees attempt to perform repairs on vehicles requiring service. Towing service is all that is required under this proposal with the exception that vehicles may be started with a booster battery and cables if required.
7. Tow Truck Operators
- a. All tow truck operators employed by the Contractor shall be duly licensed as required by the code of South Carolina and shall have such license in their possession at all times they operate tow trucks and other equipment under this contract.
 - b. All tow truck operators shall receive training at the expense of the Contractor in the proper use and operation of tow trucks and associated equipment.
8. Insurance Requirements:
- a. Any wrecker utilized for the purpose of towing Cherokee County equipment/vehicles are required to carry \$1,000,000.00 in liability insurance.
9. Charges
- a. The tow rate shall include all charges associated with tow of a vehicle. The tow rate shall include, by way of illustration and not limitation, the hook up, vehicle opening, use of equipment such as extension cables, dollies, winches, and off-road services.
 - b. Contractor may be required to winch out all classifications below. However, Contractor shall provide, as requested on the proposal form, a flat rate for winch-out jobs for the first three classifications below. Winch out services for other classifications will be agreed upon at time of occurrence. Contractors shall be entitled to receive payment for winch out jobs at a higher rate than the basic tow.
 - i. Cars and Light Trucks
 - ii. Medium Trucks
 - iii. Heavy Duty Trucks
 - c. Contractor shall provide, as requested on the proposal form, a flat mileage rate for out-of-county tows. Out of County tows are unlikely but pricing is requested. Mileage shall be recorded from the county line. Example: Flat rate charge for inside county; the cost per mile applies once the vehicle is outside the county limits.
 - d. Contractor shall provide, as requested in the proposal form, a flat rate for pulling drive shafts. Drive shafts shall be pulled in each of the vehicle classifications as required. Contractors shall be entitled to receive payment for pulling drive shafts in addition to the fee charged for the towing call. Drive shafts only need to be pulled if the drive wheels are in contact with the ground during towing operations. In addition, drive shafts need to be re-installed upon delivery of the vehicle to the designated facility. The Contractor will be held liable for the cost of repairs to a vehicle with an automatic transmission that is towed without pulling the drive shaft.
10. Invoices
- a. For each vehicle towed under this agreement, the Contractor will maintain and keep a record of the following information and provide it to the County on a monthly basis:
 - i. Date and Time of Tow
 - ii. Location of vehicle at time of tow
 - iii. Make and Model of vehicle
 - iv. License plate number

- v. Type of tow and an itemized list of all charges applicable to the tow
- b. It is the desire of the County of Cherokee to pay promptly. It is the contractor's responsibility to submit invoices directly to the Finance Department and address specified on the contract or as "Ship and Bill to" on the Purchase Order. Payment is normally made within thirty (30) days from receipt of accurate invoice.
- c. When a tow truck is called and responds to the scene, but for any reason is not required to tow, such as a jump start, the operator will be entitled to 1/2 the normal rate for that call; this charge will be described on the invoice.

11. Records

- a. The awarded Contractor shall keep and maintain records of all vehicles which have been towed under the contract for a period of three (3) years. These records shall include the date and time of towing, vehicle tag number and state, vehicle identification information, make, model, color and year of vehicle, and location from which towed.

12. Other Requirements

- a. The awarded contractor shall comply with all federal, state and local laws and regulations applicable to operations covered by this contract including, by way of illustration and not limitation, the following:
 - i. The Contractor shall possess a business license, if required under the City/County Code.
 - ii. All tow trucks shall have the name of the business, complete address and phone number on both sides of the vehicle and visible to all observers.
 - iii. All tow truck operators shall possess a valid South Carolina drivers or commercial driver's license, as applicable. All employees shall wear uniforms or other identifying clothing, to make clear to all observers that they are employed by the Contractor.
 - iv. All amber warning lights on equipment shall be maintained in good working order at all times. These lights shall be mounted in such a manner that they can be seen from the front, rear, and both sides.
 - v. All tow trucks shall be properly equipped with proper complement of dollies, flat beds, chains, slings, bumpers, and other necessary tools or equipment to perform the services and prevent damage to towed vehicles. Tow trucks shall carry clearance and marker lights, red reflectors, extra towing chain with hooks, safety cones or triangular reflectors, and other necessary safety equipment as required by South Carolina Statutes and Regulations.
 - vi. All tow trucks shall be licensed, registered, and insured as required by laws of the jurisdiction in which they are garaged.
 - vii. All trucks shall be equipped with a communication system which shall enable the wrecker operator to communicate with his areas of operation from any point within Cherokee County between the service provider and the County's designee. The Contractor shall comply with Federal Communications Commission regulations in their utilization of mobile radios.

13. Confidentiality

- a. The Contractor and his/her employees are expected not to share details to the general public, other employees, and/or the media about any towing calls that the contractor responds to.
- b. At no time should photographs/videos be taken at any calls.

- c. Any verified information found by the County of the Contractor and/or his/her employees releasing information to the general public or media via person-to-person communication, telephone communication, social media, and/or other means; will terminate the contract immediately between the Contractor and the County.

BID SHEET

The bid must have the following items priced in order to be considered.

Vehicle Type	Base Price for pick-up within Cherokee County	Price per mile loaded for travel outside Cherokee County	Dropping Drive Shaft	Winch Time Cost/Hour	Waiting Time Cost/Hour
Cars & Light Trucks					
Medium Duty Trucks					
Heavy Duty Trucks					

Cost Proposal/Execution of Proposal

By submitting this proposal, the potential Company certifies the following:

- This proposal is signed by an authorized representative of the firm.
- The cost and availability of all materials and supplies associated with performing the services described herein have been determined and included in the proposed cost.
- All costs, direct and indirect, have been determined and included in the proposed cost.
- The potential Company has read and understands the conditions set forth in this BID and agrees to them with no exceptions. If exceptions exist, they must be listed on a separate numbered sheet
- Prior to receiving the contract, the successful bidders will be required to submit a Certificate of Liability Insurance and a current W9.

Therefore, in compliance with this Request for Proposals, and subject to all conditions herein, the undersigned offers and agrees, to perform the services in accordance with the specifications and conditions in this BID at the prices quoted, if this proposal is accepted within 90 days from the date of the opening.

COMPANY: _____

ADDRESS: _____

CITY, STATE, ZIP: _____

TELEPHONE NUMBER: _____ FAX: _____

FEDERAL EMPLOYER IDENTIFICATION NUMBER: _____

E-MAIL: _____

BY: _____
Signature

Typed or printed name

Title

Date

THIS PAGE MUST BE SIGNED AND INCLUDED IN YOUR PROPOSAL.