

INSTRUCTIONS TO BIDDERS
2010 Ford Crown Victoria Automobile
VIN# 2FABP7BV08828

1.01 Invitation to Bidders

The City of Hillcrest Village, Texas invites sealed bids for purchase and removal of the **2010 Ford Crown Victoria Automobile VIN# 2FABP7BV08828**.

1.02 Due Date and Place; Bid Opening

Bids must be received at 106 W. Blackstone, Alvin, Texas 77511 by 10:00 a.m., Friday, June 14th, 2024.

1.03 Conditions of Bid and Purchase

The successful bidder must make payment to the order of the "The City of Hillcrest Village, Texas" within 5 business days of acceptance of the bid. Such payment shall be made by bank to bank wire transfer or certified funds. The amount of funds paid shall include the amount of the bid, plus all expenses and processing fees to transfer title of the vehicle. Title will be transferred only into the name of the actual bidder as provided in the written bid. After successful bid and payment is made and transfer documents are completed, the Buyer remove the vehicle from the current site within 24 hours. Failure to timely move the remove, will result in immediate forfeiture of the right to ownership or possession of the vehicle, and the City will retain 50% of the funds tendered. The vehicle is sold "as is, where is" and is sold without any warranty as to condition or accuracy of odometer.

1.04 Sealed Envelope

Bids must be in a sealed envelope marked "**Sealed Bid-2010 Ford**" with the name, address and phone number of the bidder on the outside of the envelope.

1.05 Number of Copies

One (1) signed original and Three (3) copies of the bid must be submitted.

1.06 City's Contact Person

To obtain results, copies of the bid sheets, specifications, bidding documents or if you have other questions, please contact:

Rashelle Casas
106 W. Blackstone, Alvin, Texas 77511
281 756-0577

1.07 To View the Vehicle

The vehicle may be viewed between the hours of 12:00 pm and 5:00 pm on Saturday, June 8th, 2024, at 200 W. Timberlane Drive Alvin, TX 77511. All bidders must call City Office at 281-756-0577 before 12:00 pm on June 7th, 2024, to set an appointment to view the vehicle.

1.08 Earliest Possible Date of Award

The City will consider awarding the bid at a City Council meeting at 6:00 pm. On Monday, June 17, 2024, at 200 W. Timberlane Drive Hillcrest Village, Texas.

1.09 Late Bids

Bids received after the submission deadline will be considered void and unacceptable. The City is not responsible for lateness or non-delivery of mail, carrier, etc., and the date/time stamp in the City's office shall be the official time of receipt.

1.10 Altering Bids

Bids shall not be altered or amended after submission deadline. Any alterations or erasures made before opening time must be initialed by the signer of the bid, guaranteeing authenticity.

1.11 Withdrawal of Bids

Any bid may be withdrawn prior to the scheduled time for opening. Notice to withdraw the bid must be in writing and submitted to the City prior to the scheduled time for opening bids. Any bid withdrawal notice which is received after the deadline for receiving bids shall not be considered.

1.12 Bid Award

If a bid is accepted, it will be awarded to the responsible bidder whose bid is most advantageous to the City, whom the City believes in its sole discretion possesses the ability to perform successfully under the terms and conditions of the bid, and who meets or exceeds the terms, conditions, and specifications of the bid. The City has the right to accept a bid upon the conditions, terms, and specifications contained in a bid submitted to the City for a period of up to one hundred twenty (120) days following the date specified for the opening of bids. In accepting a bid, the City may waive minor technicalities and informalities in the bid process and bids received if they are not material to or alter any of the conditions, terms, or specifications contained in the bid.

1.13 Rejection of Bids


The FEDC may choose to reject all bids and not accept any bid. If the FEDC does not accept a bid within one hundred twenty (120) days following the date specified for the opening of bids, all bids are deemed to be rejected by the FEDC.

1.14 Bids Must Comply with Law

Bids must comply with all federal, state, county and local laws concerning this type of good or service.

1.15 Assignment

The successful bidder shall not sell, assign, transfer or convey this contract, in whole or in part, without the prior written consent of the City.



Kendall McGilvray, Mayor (Pro-Tem)
City of Hillcrest Village, Texas

ACCEPTED AND ACKNOWLEDGED:

BIDDER