



**State of Oklahoma
Department of Central Services
Construction and Properties**

**Solicitation For Bids
(Bid Notice)**

Sealed bids will be received by the Department of Central Services, Construction and Properties Division, Will Rogers Building, 2401 Lincoln Blvd, Suite 106, Oklahoma City, OK 73105, up to and including the time and date indicated below. The bids will be opened and read aloud after the time indicated.

Copies of the plans and bid documents may be obtained from the DCS/CAP website at <http://www.ok.gov/DCS/Construction & Properties> . Copies of the bid documents are on file at the Department of Central Services office and are available for public inspection.

- DCS Project Number: **12437**
- Project Name: **HVAC Maintenance Repair Service Contract**
- Project Location: **Various Locations in OKC and Tulsa**
- Cost Estimate: **\$39,500.00 per year with option to renew annually for four years**
- Using Agency: **DCS - Office of Facilities Maintenance**
- Bid Documents Available: **July 23, 2012, Fee For Bid Documents: See Website**
- Pre-Bid Conference: **No Pre-Bid, Refer to "Instructions To Bidders" in Project Manual. In case of adverse weather conditions, please call 405-521-2112 prior to Pre-bid Conference.**

- Bid Opening Date: **August 16, 2012**
- Bid Opening Time: **2:00 P.M.**
- Contact Person(s) For Questions: **DCS: Rebekah Richardson 405-522-0050**

Specialized Qualification Requirements (Refer Project Manual)
<input checked="" type="checkbox"/> None
<input type="checkbox"/> General Contractor
<input type="checkbox"/> Mechanical Contractor
<input type="checkbox"/> Plumbing Contractor
<input type="checkbox"/> Electrical Contractor
<input type="checkbox"/> Masonry Contractor
<input type="checkbox"/> Painting Contractor
<input type="checkbox"/> Roofing Contractor
<input type="checkbox"/> Fire Protection Contractor
<input type="checkbox"/> Paving Contractor
<input type="checkbox"/> Elevator Contractor
<input type="checkbox"/> _____

Bid Bond:

- If the bid exceeds \$50,000, a cashier's check, a certified check or surety bid bond in the amount of five percent (5%) of the total bid shall accompany the sealed bid of each bidder. Security checks will be returned to all but the three lowest bidders after the bid opening. The three lowest bid securities will be retained until the contract is awarded.

Or

- A cashier's check, a certified check or surety bid bond in the amount of **\$0.00** shall accompany the sealed bid of each bidder. Security checks will be returned to all but the three lowest bidders after the bid opening. The three lowest bid securities will be retained until the contract is awarded.

NOTE:

Bidding Documents – Bidders shall use complete sets of Bidding Documents obtained from the source indicated in the Solicitation for Bids. Neither the Owner nor the Consultant assumes any responsibility for errors or misrepresentation resulting from the use of incomplete sets of Bidding Documents.

Bid Forms – Only bid forms from the DCS/CAP Project Manual shall be used for bid submissions.

Addenda – Notifications of Addenda will be emailed or faxed to all who are known by the Construction and Properties division (CAP) to have received a complete set of Bidding Documents from Plan Express, CAP's Online Plan Room, accessible through the CAP web site.

Plan Holder List – In order to be placed on the Plan Holder List for a CAP Project and automatically receive Notifications of Addenda the vendor must have purchased Bidding Documents from Plan Express, CAP's Online Plan Room, accessible through the CAP web site.