

NOTICE TO BIDDER
BID # 19-2022

BOARD OF COUNTY COMMISSIONER
GRANT COUNTY, OKLAHOMA

Bids will be received until **3:30 p.m., Friday, January 13, 2023**, at the Grant County Courthouse, County Clerk's Office, 112 E Guthrie, Room 102, Medford, Oklahoma, 73759 and will be opened **9:30 a.m. Tuesday, January 17, 2023**, during the Regular Board of Commissioner meeting.

GRANT COUNTY ELECTION BOARD BALLOT

PRINTING AND DELIVERY

FOR

January 1, 2023 to December 31, 2023

SEE SPECIFICATION SHEET FOR DETAILS OF BID REQUEST

The Bidders shall submit their bid on the official proposal form furnished. The bid envelope shall be clearly marked "**SEALED BID #19-2022**" with closing date and time. **Invitation to Bid including Terms and Conditions, Specification Sheet, Affidavit of Filing with Competitive Bid, and Affidavit for Contract and Payments** must be signed, and notarized (*if applicable*), and returned with the bid documents or the bid will be rejected.

Any further questions regarding this bid request contact Blair Gonzales @ 580-395-2862 – Grant County Election Board Secretary or Cindy Pratt @ 580-395-2274 – Grant County Clerk, Grant County, Oklahoma. Bid packet can also be found at: www.grantcount yok.com

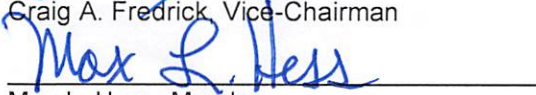
The Board of Commissioners reserve the right to reject any and/or all bids.


Approved this 28th day of December 2022

BOARD OF COUNTY COMMISSIONERS
GRANT COUNTY, OKLAHOMA


Steve Stinson, Chairman


Craig A. Fredrick, Vice-Chairman


Max L. Hess, Member


Cindy Pratt, County Clerk



GRANT _____

County, Oklahoma

COUNTY PURCHASING OFFICE

GRANT _____

County Court House

MEDFORD _____

, Oklahoma

Phone Number +1 (580) 395-2274 _____

Invitation to Bid

PLEASE REVIEW TERMS AND CONDITIONS ON REVERSE SIDE
RELATING TO SUBMISSION OF THIS BID.
Notarized Affidavit completions and signature required on reverse side.

Date Issued 12-28-22

Page 1 of 2

BID NUMBER

19-2022

BID CLOSING DATE AND HOUR

3:30 p.m. Friday, Jan 13, 2023

REQUIRED DELIVERY DATE

(Days after award of Purchase Order)

Date of Delivery

TERMS

Bid Opening: Tuesday, January 17, 2023 @ 9:30 a.m. during the BOCC meeting

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ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			<p style="text-align: center;">BALLOT PRINTING & DELIVERY FOR GRANT COUNTY ELECTION BOARD</p> <p style="text-align: center;">FOR JANUARY 1, 2023 THROUGH DECEMBER 31, 2023</p> <p style="text-align: center;">SEE SPECIFICATION SHEET FOR DETAILS OF REQUEST</p>		

TERMS and CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, 112 E GUTHRIE ST, MEDFORD, OK - GRANT
County Courthouse, MEDFORD, Oklahoma, at the time and date shown on the invitation to bid form.
2. Late bids will not be considered. Bids must be received in sealed envelopes (one to an envelope) with bid number and closing date written on the outside of the envelope.
3. Unit prices will be guaranteed correct by the bidder.
4. Firm prices will be F.O.B. destination.
5. Purchases by GRANT County, Oklahoma, are not subject to state or federal taxes.
6. This bid is submitted as a legal offer and any bid when accepted by the County constitutes a firm contract.
7. Oklahoma laws require each bidder submitting a bid to a county for goods or services to furnish a notarized sworn statement of non-collusion. A form is supplied below.
8. Bids will be firm until _____ (Date)

AFFIDAVIT: I, the undersigned, of lawful age, being first duly sworn on oath say the he (she) is the agent authorized by the bidder to submit the above bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any state official or employee as to quantity; quality or price in the prospective contract or any other terms of said prospective contract; or in any discussions between bidders and any state official concerning exchange of money or other thing of value for special consideration in the letting of a contract; that the bidder/contractor has not paid, given or donated or agreed to pay, give or donate to any officer or employee of the State of Oklahoma (or other entity) any money or other thing of value, either directly or indirectly in the procuring of the award of a contract pursuant to this bid.

Subscribed and sworn before this _____ day
of _____, 20____ (SEAL)

Firm: _____

My commission expires _____ Signed by: _____
(Manual Signature of Undersigned)

Address: _____ Phone: _____

NOTARY PUBLIC (CLERK OR JUDGE) Zip: _____

In accordance with 62 O.S. § 310.9

NOTE: Other terms and conditions can be added at the discretion of the county officers.

**SPECIFICATIONS - GRANT COUNTY BID 19-2022
BALLOT PRINTING FOR 2023**

VENDOR NAME: _____

<u>REGULAR BALLOTS</u>	Unit Price	Additional Cost for Color Distinction
8.5 x 14.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 17.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 19.0 inches	_____	_____
Price per ballot	_____	_____
Maximum quantity per election	_____	

<u>ABSENTEE BALLOTS</u>	Unit Price	Additional Cost for Color Distinction
8.5 x 14.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 17.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 19.0 inches	_____	_____
Price per ballot	_____	_____
Maximum quantity per election	_____	

<u>SAMPLE BALLOTS</u>	Unit Price	Additional Cost for Color Distinction
8.5 x 14.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 17.0 inches	_____	_____
Price per ballot	_____	_____
8.5 x 19.0 inches	_____	_____
Price per ballot	_____	_____
Maximum quantity per election	_____	

Additional Information or Charges: _____

Bid #19-2022
Grant County, Oklahoma

S.A.&I. 425 (2000)

AFFIDAVIT FOR FILING WITH COMPETITIVE BID

STATE OF OKLAHOMA)
) SS
COUNTY OF _____)

_____, of lawful age, being first duly sworn, on oath says, that (s)he is the agent authorized by the bidder to submit the attached bid. Affiant further states that the bidder has not been a party to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding; or with any county official or employee as to quantity, quality or price in the prospective contract, or any other terms of said prospective contract; or in any discussions between bidders and any county official concerning exchange of money or other thing of value for special consideration in the letting of a contract.

BIDDER:

Signature

Subscribed and sworn to before me this _____ day of _____
20 ____ .

Notary Public (or Clerk or Judge)

My commission expires: _____

Note:

Each competitive bid submitted to a county, school district or municipality must be accompanied with the above Affidavit as required by 61 Okl.St. Ann. § 138

AFFIDAVIT FOR CONTRACTS AND PAYMENTS

STATE OF OKLAHOMA)
) SS
COUNTY OF)

THE UNDERSIGNED (ARCHITECT, CONTRACTOR, SUPPLIER OR ENGINEER), OF LAWFUL AGE, BEING FIRST DULY SWORN, ON OATH SAYS THAT THIS INVOICE OR CLAIM IS TRUE AND CORRECT. AFFIANT FURTHER STATES THAT THE (WORK, SERVICES OR MATERIALS) AS SHOWN BY THIS INVOICE OR CLAIM HAVE BEEN (COMPLETED OR SUPPLIED) IN ACCORDANCE WITH THE PLANS, SPECIFICATIONS, ORDERS OR REQUESTS FURNISHED THE AFFIANT. AFFIANT FURTHER STATES THAT (S)HE HAS MADE NO PAYMENT DIRECTLY OR INDIRECTLY TO ANY ELECTED OFFICIAL, OFFICER OR EMPLOYEE OF THE STATE OF OKLAHOMA, ANY COUNTY OR LOCAL SUBDIVISION OF THE STATE, OF MONEY OR ANY OTHER THING OF VALUE TO OBTAIN PAYMENT OF THE INVOICE OR PROCURE THE CONTRACT OR PURCHASE ORDER PURSUANT TO WHICH AN INVOICE IS REQUIRED.

_____ BUSINESS NAME

By _____

SUBSCRIBED AND SWORN TO BEFORE ME THIS _____ DAY OF _____, 20__

_____ NOTARY PUBLIC (OR CLERK OR JUDGE)

NOTE: 62 OKL.ST.ANN. § 310.9 (B), AUTHORIZES COUNTIES EXECUTING MORE THAN ONE CONTRACT, EXCEEDING \$ 25,000.00 DURING THE FISCAL YEAR, WITH AN ARCHITECT, CONTRACTOR, ENGINEER OR SUPPLIER OF CONSTRUCTION MATERIALS TO ACCEPT ONE AFFIDAVIT APPLYING TO ALL WORK, SERVICES OR MATERIALS COMPLETED OR SUPPLIED UNDER THE TERMS OF AWARDED CONTRACTS, OR WHICH ARE NEEDED ON A CONTINUAL BASIS; SUCH AFFIDAVIT TO BE IN LIEU OF ALL INDIVIDUAL AFFIDAVITS FOR EACH INVOICE SUBMITTED IN RELATION TO SUCH CONTRACT.

AFFIDAVIT OF MAILING

I mailed the bid packet **Bid 19-2022**, a copy of which is attached, to the addressees set forth below, by depositing a copy in an official depository under the exclusive care and custody of the United States Postal Service, in Medford, Oklahoma, addressed as follows:

OR

I emailed the bid packet **Bid 19-2022**, a copy of which is attached, to the addressees set forth below, by emailing a copy from the Grant County Clerk's official email.

Scott Seay	800-375-3494
Mid-West Printing Company	800-375-3494
1227 N 9th	918-224-3966
PO Box 650	home@mwprint.net
Sapulpa, OK 74067	

Ali Thomas	800-422-5568
Royal Printing Company	405-235-8581
1830 NW 4th Drive	ali@royalprintingco.com
Oklahoma City, OK 73106	

Gary Fisher	918-596-5882
Tulsa Co Admin Services	gfisher@tulsacounty.org
633 W 3rd, Room 125	
Tulsa, OK 74127	

Signature: 
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Date: 12-28-22