

BOROUGH OF POTTSTOWN
MONTGOMERY COUNTY, PENNSYLVANIA

NOTICE TO BIDDERS

SALE OF BOROUGH USED EQUIPMENT

NOTICE IS HEREBY GIVEN that bids for Borough used equipment will be received by the Borough Council of the Borough of Pottstown **online via www.municibid.com only** until **10:00 A.M. prevailing time Friday March 10, 2017** after which they will be publicly opened and read aloud.

All items are used and sold as is. All sales are final. All vehicles ran at time of sale posting. The Borough makes no guarantees regarding present operating conditions. Items being sold are:

ITEM

DESCRIPTION

14. Parking Meters (bulk), Model M60, malleable bottoms, cast tops. Approximately 700 single head and mostly double head meter bodies. Mechanical timers and other spare parts.

Items can be viewed by appointment only between the hours of 8:00 A. M. and 3:00 P.M., Monday through Friday. Phone **610-970-6527** **at least 1 hour in advance.** Award will be based on the highest bid for each item. Requires Borough Council approval.

Unless otherwise noted, Municibid will charge a fee directly to the winning bidder. The Borough will NOT accept personal checks or American Express as payment. All sales are final

The Borough of Pottstown reserves the right to reject any or all bids or any part thereof in the Borough's best interests.

Charles D. Garner, Jr., Esquire
Borough Solicitor

Mark D. Flanders
Borough Manager

**BOROUGH OF POTTSTOWN
SALE OF BOROUGH EQUIPMENT**

INSTRUCTIONS TO BIDDERS

1. **BIDS:** Online sealed bids for **Sale of Borough Equipment** will be received by the Borough Council of the Borough of Pottstown until **10:00 A.M.**, prevailing time, on **Friday March 10, 2017** at which time they will be publicly opened and read. **All proposals must be submitted via www.municibid.com** at no cost at time of Bid.

Proposals shall be completely filled in and properly signed by the bidder or an authorized agent of the bidder.

2. **AS IS:** **All items shall be sold as is.** The Borough does not guarantee the operating condition of any.
3. **AWARD:** A Notice of Award for purchasing items from the Borough of Pottstown as advertised may be made to the responsible bidder whose base bid for any item is highest in comparison with other bids. **The Borough cannot make official Award before March 13, 2017 to allow for formal review process completion.**
4. **PAYMENT:** Unless otherwise noted, Municibid will charge a fee directly to the winning bidder. Payment to the Borough of Pottstown shall be within **TEN (10) days** after Notice of Award. The Borough will **not** accept personal checks or American Express for payment of vehicle purchase. Unless otherwise approved

by the Borough in advance, **the successful bidder must be personally present to make payment to the Borough. All sales are final.**

5. The Borough of Pottstown reserves the right to waive any formality in, or to reject any or all bids or any part thereof, in the Borough's best interests
6. EXAMINATION: Bidders are responsible for familiarizing themselves of the existing conditions and making their own bid.
7. QUESTIONS: Should the Bidder detect discrepancies, conflicts, substantive errors or omissions in the elements that constitute the Contract, the bidder shall notify the Borough.
8. The Borough will provide vehicle battery jumping if needed Monday through Friday between 8:00 a.m. and 3:00 p.m. **IF NOTIFIED IN ADVANCE.** Purchasers are solely responsible for all registrations, licenses, inspections and removing vehicles / equipment from Borough property.

GENERAL SPECIFICATIONS

1. Items may be viewed by appointment **ONLY**. Phone **610-970-6527** **at least 1 hour in advance** and meet at the Public Works office in the Borough Administration Building located at 100 E. High Street Pottstown between the hours of 8:00 A. M. and 3:00 P.M., Monday through Friday.
2. **All items will be sold as is. All sales are final.** The Borough does not guarantee the operational condition of any item listed. Borough Council CANNOT make official Award until formal review is completed.
3. A Notice of Award for purchasing Items from the Borough of Pottstown as advertised may be made to the responsible bidder whose base bid for any item is highest in comparison with other bids.
4. Terms: Payment must be made to the Borough within **TEN (10)** days of Notice of Award of bid. **Personal checks and American Express will NOT be accepted as payment. Payment (cashiers check, certified check, cash, credit or debit cards limited to Visa, Master Card, Discover) must be payable to the Borough of Pottstown and made at the Finance Department before any equipment is removed from Borough Property.**

5. Following Award by Borough Council, the successful bidder will be notified to appear at Borough Hall (100 E. High Street, Pottstown) Monday through Friday between the hours of 8:00 a.m. and 3:00 p.m. with positive personal identification and payment. Equipment **cannot** be taken from Borough property until the foregoing has been performed.
6. The **successful bidder is solely responsible** for any vehicle's required registration / licensing and insuring as well as removing Items from Borough property after payment.

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