Bid Specifications

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Bidder |  | | |  | Bidder Phone | |  | |
|  |  | | |  |  | |  | |
| Displacee | DISPLACEE(S) NAME | | |  | Project | | PROJECT # | |
|  | | | | | | | | |
| Address | ADDRESS IN RIGHT OF WAY | | |  | Code | CODE | Parcel | PARCEL |
|  | | | | | | | | |
| Displacee Phone | | DISPLACEE PHONE | Displacee Email | DISPLACEE EMAIL | | | | |
|  | | | | | | | | |

Bid specifications for moving personal property belonging to and located at , as shown in the attached inventory dated      :

1. Follow only those instructions provided by INDOT Right of Way Agent(s) when preparing the bid.
2. Include in the bid costs for moving only the personal property items in the attached inventory.
3. Bid must itemize costs associated with disconnects, disassembly, reconnects, reassembly, and resetting.
4. Bid must itemize costs associated with packing, loading (at displacement location), and unloading (at replacement location) all personal property.
5. Bid shall be based on moving items no more than 50 miles from the present location.
6. Bid must include breakdown of cost components (labor, materials, equipment, etc.)
7. Bid must include full replacement value insurance coverage with no deductible.
8. Any charges for preparing the bid shall be on a separate invoice and shall be submitted with the bid. Invoices submitted later may not be honored.
9. Bid must include the following statement: **“Per inventory dated**   **as provided by relocation personnel.”**
10. Other specifications/instructions:

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Specifications prepared on |  | | by |  | | |
|  | Date | |  | AGENT NAME, Right of Way Agent | | |
|  | | | | | | |
| Right of Way Agent’s Phone # | | AGENT PHONE | | | Email | AGENT EMAIL |
| Fax: | | | | | | |

Bidder’s Certification:

I hereby acknowledge receiving a copy of these specifications and the inventory identified above. I have inspected the items on the inventory and **WAS WAS NOT** (circle one) accompanied by the Right of Way Agent. I understand that my bid will be used to determine the reasonable and necessary cost of relocating the personal property involved. I will be prepared to perform this move as specified for the amount of my bid. I will prepare this bid openly and independently without knowledge of other bids. Any knowledge I have of other bids will be stated on my bid. It is the responsibility of the displacee to select the Professional Mover of their choice. will provide payment to the displacee via jointly payable check. INDOT shall have no liability if the displacee fails or refuses to pay me if my bid is selected and I perform the work. I understand that INDOT reserves the right to join me to an interpleader action in the event that the jointly payable check is not cashed.

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| --- | --- | --- |
|  |  |  |
| Date |  | , |
|  |  | (Print Name and Company) |