

INSTRUCTIONS FOR SUBMITTING BID PROPOSALS

- 1) FILL OUT THE INVITATION TO BID FORM COMPLETELY. YOU MAY LIST YOUR INFORMATION ON THE INVITATION TO BID FORM OR INCLUDE INFORMATION ON A SEPARATE SHEET, AS NEEDED.
- 2) **SIGN & NOTARIZE THE AFFIDAVIT ON THE BACK OF THE INVITATION TO BID FORM AND COMPLETELY FILL OUT INFORMATION.**
- 3) **SIGN & NOTARIZE** ALL AFFIDAVITS: A. AFFIDAVIT FOR CONTRACTS AND PAYMENTS (over \$25,000) and B. STATEMENT OF NON-COLLUSION ON BIDS.
- 4) **CLEARLY IDENTIFY OUTSIDE OF SEALED ENVELOPE AS FOLLOWS:**

BID # 2025-6 TEAR OFF & DISPOSAL OF ROOF OLD ARMORY BAY

- 5) FILE BID PROPOSAL WITH THE KIOWA COUNTY CLERK, EITHER BY MAIL OR IN PERSON, BEFORE 10:00 A.M. ON **NOVEMBER 24, 2025**. BIDS WILL BE OPENED ON OR AFTER THAT DATE.
- 6) ALL FORMS MUST BE FILLED OUT COMPLETELY. ANY INCOMPLETE FORMS WILL RESULT IN REJECTION OF THE BID, AS THE BOARD OF COUNTY COMMISSIONER'S CONSIDERS SUCH ACTION TO BE IN THE INTEREST OF THE COUNTY.
- 7) THE MAILING ADDRESS OF THE KIOWA COUNTY CLERK IS AS FOLLOWS:
NIKKI DODD, KIOWA COUNTY CLERK/ RAEGAN SHORT, PURCHASING AGENT
P.O. BOX 73
HOBART, OK 73651
- 8) ALL BID INFORMATION SHALL BE TYPEWRITTEN OR LEGIBLY WRITTEN IN INK. ALL CORRECTIONS SHALL BE INITIALED BY THE PERSON SIGNING THE INVITATION TO BID FORM.
- 9) IF YOU HAVE ANY QUESTIONS CONCERNING THE BID SPECIFICATIONS, PLEASE CONTACT THE FOLLOWING (AS APPLIES TO SPECIFIC BID.)

NIKKI DODD, KIOWA COUNTY CLERK/ RAEGAN SHORT, PURCHASING AGENT
(580) 726-5286

COMMISSIONERS OFFICE 580-726-3377

DISTRICT # 1 COMMISSIONER REEDER REESE, CURTIS STUBBS, FOREMAN-BARN 580-347-2586

DISTRICT # 2, COMMISSIONER, BRENT STRAUB, REED GOUGH, BRETT FLINN FOREMAN-BARN 580-846-9023

DISTRICT # 3, COMMISSIONER, GARY JENNINGS, LEE HORTON, FOREMAN-BARN 580-569-2550

FOR QUESTIONS CONCERNING DEADLINES AND BID RESULTS, CALL: NIKKI DODD

NOTE:

BID PROPOSALS WHICH DO NOT INCLUDE THE INVITATION TO BID FORM AND THE AFFIDAVIT FOR CONTRACTS AND PAYMENTS WILL BE REJECTED AS INCOMPLETE. ALL BID PROPOSALS, WHICH CONTAIN FORMS, WHICH DO NOT HAVE ALL REQUIRED SIGNATURES, AND NOTARIZATIONS WILL ALSO BE REJECTED. ANY BID RECEIVED AFTER BID CLOSING DATE AND TIME WILL BE REJECTED. ANY BID OPENED IN ERROR, DUE TO BEING IN AN UN-MARKED OR ELIGIBLY MARKED CONDITION, WILL BE RENDERED NULL AND VOID.

NO EXCEPTIONS WILL BE MADE

Kiowa

County, Oklahoma

COUNTY PURCHASING OFFICE

Kiowa

County Court House

Hobart

, Oklahoma

Phone Number +1 (580) 726-5286

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 Nov 7, 2025

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BID NUMBER

2025-6

BID CLOSING DATE AND HOUR

11/24/25 10:00 a.m.

REQUIRED DELIVERY DATE

(Days after award of Purchase Order)

Date of Delivery**TERMS**

Due the 10th of the month following project completion

ITEM	QUANTITY	UNIT OF ISSUE	DESCRIPTION	UNIT PRICE	TOTAL
			Tear off and Disposal of the Roof on the Old Armory Bay Area. Measurements are 30 by 95 ft X 2 sides+ 2850 sq ft approximately. Photos included If you have any questions concerning this bid please contact Reeder Reese, Commissioner for District # 1 at (580) 550-5454 THE BOARD OF COUNTY COMMISSIONER'S HAS THE RIGHT TO REJECT ANY AND ALL BIDS. (OVER)		

TERMS and CONDITIONS

1. Sealed bids will be opened in the Commissioner's Conference Room, Kiowa
County Courthouse, Hobart, , 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 Kiowa 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 12/22/25 (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.











