

**REQUEST FOR BIDS**  
**For**

**Purchase and Installation of Three Base Station Radio Replacements for Emergency Services**

DATE REQUEST FOR BIDS ISSUED April 12, 2021

**This Request for Bids (RFB) shall be distributed by the Sweet Grass County Clerk and Recorders Office only. All copies must be obtained from the Clerk and Recorders Office at [sgclerk1@itstriangle.com](mailto:sgclerk1@itstriangle.com) and all Bids must be submitted to the Sweet Grass County Clerk and Recorders Office.**

This RFB is issued in accordance with Section 18-4-303, of the Montana Code Annotated (MCA) and the Administrative Rules of Montana (ARM) 2.5.602

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**NOTICE IS HEREBY GIVEN**, that the Sweet Grass County Board of Commissioners will receive Bids for the purchase and installation of three (3) base station radio replacements and components (“Project”). Specifications may be obtained Monday through Friday, 8:00 a.m. to 5:00 p.m. by contacting the Clerk and Recorder’s Office at (406) 932-5152 or email at [sgclerk1@itstriangle.com](mailto:sgclerk1@itstriangle.com).

Sealed Bids shall be submitted to the Sweet Grass County Clerk and Recorder’s Office at 115 W 5<sup>th</sup> Ave, Big Timber, Montana on or before April 30<sup>th</sup>, 2021 at 4 p.m. Bids will be opened on the 5<sup>th</sup> day of May 2021, at the time of 10:30 o’clock a.m. in the Commission Chambers, in the County Annex, 115 W. 5<sup>th</sup> Ave, Big Timber, Montana. All bids must be submitted in a sealed envelope to the Sweet Grass County Clerk and Recorder’s Office on or before the final submission date and time. All Bid envelopes must be marked with “**Bid for 3 Base Station Radios**” or the Bid will be considered non-responsive. There shall be one (1) original and three (3) copies of each Bid.

Each Bid must be accompanied by a Certified Check, Cashier’s Check, or Bid Bond payable to Sweet Grass County in the amount of ten percent (10%) of the total amount of the Bid for the Project. The successful submitter shall forfeit to Sweet Grass County their security if they fail or refuse to enter into a contract within the time specified. Bid Bond of unsuccessful submitter shall be returned upon acceptance of the successful submission.

All Bids shall remain effective and not subject to change for a period of ninety (90) days from the date of submission. Sweet Grass County reserves the right to consider or reject any and all Bids, and further to waive any defects or irregularities. Submitted Bids must be complete at the time of submission and may not include references to information located elsewhere. All Bids will be initially classified as being “responsive” or “non-responsive”. If a Bid is found to be non-responsive, it will not be considered further. All submitters must use the Bid form

supplied with the specifications. A contract will be awarded to the lowest and most responsible Bid that is the most advantageous to the County.

This RFB is not in any way a commitment to award a subsequent contract and the County may or may not choose to award a contract as a result of any response. However, if the County chooses to enter into a contract, it must be entered into within sixty (60) days of receipt of a responsive Bid or the County may enter into a contract with the next qualified firm. During the conduct of this Bid activity and at its sole discretion, Sweet Grass County reserve the rights to:

- (a) waive any formality of the RFB process;
- (b) cancel or terminate this RFB;
- (c) reject any one or all bids received in response to this RFB;
- (d) waive any provisions of this RFB that would not have significant impact on any specific proposed response to this RFB; and,
- (e) not award or if awarded, terminate any contract on the grounds of a determination by Sweet Grass County that adequate budgeted funds to expend on a resulting contract were not available to the County.

All submitters are expected to be aware of and to abide by all state and federal statutes, rules, and regulations governing the solicitation and acceptance of public contracts, including any such statute, rule or regulation relating to non-discrimination.

DATED this 12<sup>th</sup> day of April 2021.

  
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Melanie Roe, Chairman  
Sweet Grass County Board of Commissioners