

## **GENERAL TERMS AND CONDITIONS OF SEALED BIDS**

### **THESE ITEMS APPLY TO AND BECOME A PART OF THE BID NO EXCEPTIONS TO THESE TERMS & CONDITIONS WILL BE CONSIDERED**

1. Sealed bids must be mailed or hand delivered to the Hickman County Finance Office at 114 North Central Ave, Suite 203, Centerville, TN 37033 and clearly marked on the outside of the envelope “**Auto Class Trainers**” before 2:00 PM on March 26, 2026, at which time sealed bids will be opened at the address listed above. Proposals submitted by fax or electronic mail will not be accepted.
2. No bidder may withdraw their proposal for a period of sixty (60) days after the date and hour set for the opening of bids.
3. Any exceptions or deviations from written specifications shall be shown in writing and attached to the bid form.
4. Affidavit Acknowledgement **MUST** be **signed, notarized, and returned** with the bid.
5. HCS reserves the right to reject any, all or parts of bids, and to waive any technicalities in the bidding and to award each item to different bidders or all items to a single bidder.
6. Questions about this bid should be directed to Derek Newsom, [derek.newsom@hickmank12.org](mailto:derek.newsom@hickmank12.org).

Equipment Specifications

**All trainers need to be mobile. Please ensure that pricing reflects all additional parts for mobility.**

<b>Description</b>	<b>Model</b>	<b>Price</b>	<b>Courseware included?</b>	<b>If no, courseware price</b>
ABS/TCS Trainer	_____	\$ _____	Yes or No	\$ _____
Charging System Trainer	_____	\$ _____	Yes or No	\$ _____
4 Cyl Engine Performance Trainer	_____	\$ _____	Yes or No	\$ _____
Drum/Disk Brake Trainer	_____	\$ _____	Yes or No	\$ _____
Shipping Charges		\$ _____		

Estimated delivery time after receipt of order \_\_\_\_\_ days.

**Please include a cut/information sheet for each trainer with sealed bid.**

***All equipment shall be warrantied for at least 1 year from the date of receipt.***

Hickman County Schools are exempt from sales tax. A tax exempt form will be provided when the purchase order is submitted.

**BIDDER INFORMATION SHEET**

Full Name of Bidder: \_\_\_\_\_

Legal Identity  
(Corporation, Partnership, Individual, etc.) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_

Telephone \_\_\_\_\_

Fax \_\_\_\_\_

Taxpayer Identification Number \_\_\_\_\_

Contact Person \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

## **AFFIDAVIT ACKNOWLEDGEMENT**

### **AMERICANS WITH DISABILITIES ACT**

Bidder shall take the necessary actions to ensure its facilities and employment practices are in compliance with the applicable requirements of the Americans with Disabilities Act. Any costs of such compliance will be the sole responsibility of the bidder.

### **DRUG FREE WORKPLACE REQUIREMENTS**

Private employers with five or more employees desiring to contract for construction services attest that they have a drug free workplace program in effect in accordance with Tennessee Code Annotated Section 50-9-112.

### **IRAN DIVESTMENT ACT**

Under the Iran Divestment Act, T.C.A. §§ 12-12-101--12-12-113, political subdivisions in Tennessee are prohibited from entering into any procurement or contract over \$1,000 with a person who engages in investment activities in Iran. The state's chief procurement officer is required under T.C.A. § 12-12-106 to create a list of persons who engage in investment activities in Iran. Any person who is on the list is ineligible to contract with any political subdivision of this state, and any such contract is declared void ab initio under § 12-12-110. On or after July 1, 2016, every bid or proposal submitted to a political subdivision where competitive bidding is required must contain the following statement, submitted by the bidder under penalties of perjury:

*"By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to § 12- 12-106."*

### **COLLUSION AMONG BIDDERS**

The bidder submitting the competitive bid which is attached to this statement, for the purpose of certifying the facts pertaining to the existence of collusion among bidders and between bidders and municipal officials or employees, as well as facts pertaining to the giving or offering of things of value to government personnel in return for special consideration in the letting of any contract pursuant to the bid to which this statement is attached.

1. Bidder is fully aware of the facts and circumstances surrounding the making of the bid to which this statement is attached and has been personally and directly involved in the proceedings leading to the submission of such bid; and
2. neither the bidder nor anyone subject to the bidder's direction or control has been a party;
  - a. to any collusion among bidders in restraint of freedom of competition by agreement to bid at a fixed price or to refrain from bidding,

- b. to any collusion with any municipal official or employee as to quantity, quality or price in the prospective contract, or as to any other terms of such prospective contract, nor
  - c. in any discussions between bidders and any municipal official concerning exchange of money or other things of value for special consideration in the letting of a contract.
3. no officer or employee of HCS either directly or indirectly, owns any interest in the bidder's business.

**NON-BOYCOTT OF ISRAEL**

Concerning the Non-Boycott of Israel Act (TCA 12-4-1 et seq.), by submission of this bid/quote/proposal, each supplier and each person signing on behalf of any supplier certifies, and in the case of a joint bid/quote/proposal, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each supplier is not boycotting Israel pursuant to § 12-4-1 and will not during the term of any award. Note: Applicable only to contracts of \$250,000 or more and to suppliers with 10 or more employees.

The undersigned hereby acknowledges receipt of these affidavits and certifies that the submittal in response to this solicitation is in full compliance with the listed requirements. Failure to properly acknowledge issues concerning the above is grounds for bid rejection and may subject the signer to penalties as directed by the appropriate laws.

SIGNATURE OF AUTHORIZED AGENT \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Signature of Notary Public \_\_\_\_\_

My Commission Expires \_\_\_\_\_

**The Affidavits Acknowledgment must be completed, signed by an authorized agent and notarized and submitted with bid documents**

# Hickman County Government

## Conflict of Interest Disclosure Form

The County Financial Management System of 1981 contains the most stringent conflict of interest provisions. TCA §5-21-121 provides:

(a) The director, purchasing agent, members of the committee, members of the county legislative body or other officials, employees, or members of the board of education or highway commission shall not be financially interested or have any personal beneficial interest, either directly or indirectly, in the purchase of any supplies, materials, equipment or contractual services for the county.

(b) No firm, corporation, partnership, association or individual furnishing any such supplies, materials, equipment or contractual services, shall give or offer, nor shall the director or purchasing agent or any assistant or employee accept or receive directly or indirectly from any person, firm, corporation, partnership or association to whom any contract may be awarded, by rebate, gift or otherwise, any money or other things of value whatsoever, or any promise, obligation or contract for future reward or compensation.

Date: \_\_\_\_\_ Name: \_\_\_\_\_

Please describe below any relationships, transactions, positions you hold (volunteer or otherwise), or circumstances that you believe could contribute to a conflict of interest:

\_\_\_\_\_ I have no conflict of interest to report.

\_\_\_\_\_ I have the following conflict of interest to report (please specify any boards or committees you (and/or your spouse) sit on, the name of your employer and any businesses you or your spouse may own.

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I hereby certify that the information set forth above is true and complete to the best of my knowledge.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_