

**TOWN OF LAKE PARK
NOTICE TO BIDDERS**

NOTICE IS HEREBY GIVEN that the Town of Lake Park, Florida (TOWN) is accepting sealed bids for:

PURCHASE OF SURVEILLANCE CAMERAS AND RELATED EQUIPMENT

TOWN ITB No. 109-2018

This is a solicitation for formal written bids from responsive and responsible vendors for the purchase of surveillance cameras and related equipment, as specified in the bid document. This purchase is for equipment only. Installation will be performed by the Palm Beach County Sheriff's Office.

Sealed bids will be received in duplicate with two copies by the Town Clerk until 10:00 a.m. EST on Tuesday, September 18, 2018, at the Town of Lake Park Town Hall located at 535 Park Avenue, Lake Park, Florida, 33403. Bids received after this time shall be returned unopened. Receipt of a bid by any Town office, receptionist, or personnel, other than the Clerk's Office, does not constitute "receipt" as required by this solicitation.

Bid Documents: ITB documents will be available Monday, August 13, 2018, and may be obtained by calling the Town Clerk at 561.881.3311, 8:30 a.m. to 5:00 p.m., Monday through Friday, excluding holidays. Bids shall be submitted on the form(s) provided. Any bids received on any other form, other than those provided, will be considered unresponsive.

Envelope containing bid must be sealed and clearly marked, "PURCHASE OF SURVEILLANCE CAMERAS AND RELATED EQUIPMENT" with the Bidder's name, address, and contact info clearly labeled.

All proposed prices shall be guaranteed firm for 90 calendar days from September 18, 2018. Any Bidder who withdraws his or her bid within 90 calendar days after September 18, 2018 shall forfeit its Bid Bond.

A Bid Bond in the form of a Letter of Credit, or Cashier's Check made payable to the "Town of Lake Park" in an amount equal to five percent (5%) of the proposed total price, must be submitted to the Town with bid submittal.

All bids which have been timely submitted will be opened and read aloud in the Town Commission Chambers at 10:00 a.m. EST on Tuesday, September 18, 2018. Award of the bid will be to the responsive and responsible bidder with the lowest bid price for all products specified in the bid document, and will be made at a Town of Lake Park Regular Commission Meeting.

All Bidders are advised that the Town has not authorized the use of the Town seal by individuals or entities responding to Town invitations to bid or requests for bid, and that any such use by

unauthorized persons or entities constitutes a second degree misdemeanor pursuant to Section 165.043, Florida Statutes.

All bidders are advised that the Town will not supply or sell materials to bidders in connection with submission or preparation of bids, or any other matter, including but not limited to envelopes, labels or tape.

The Town reserves the right to reject any and all bids, to waive any informality and to make an award it deems to be in the best interest of the Town.

Vivian Mendez, CMC, TOWN Clerk
Town of Lake Park, Florida

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