

BID SPECIFICATIONS

Bidder _____ Project _____
Address _____ Parcel _____ Code _____

Bid specifications for moving the personal property belonging to _____
located at _____ that is listed in the attached
inventory dated _____ :

1. Follow only instructions provided by INDOT relocation personnel when preparing the bid.
2. Include in the bid only the cost of moving items in the attached inventory. Any signs are on the inventory with a photo and location.
3. Bid shall include all required disconnects, reconnects, and resetting.
4. Bid shall include packing (at displacement location) and unpacking (at replacement location) of all personal property.
5. Bid shall be based on moving items no more than 50 miles from present location.
6. Bid shall include breakdown of cost components, e.g. labor, materials, equipment, etc.
7. Bid shall include full replacement value insurance coverage with no deductible.
8. Bid shall be submitted on bidder's letterhead.
9. Bid must include the statement "**Per inventory dated _____ provided by relocation personnel**" written or typed **on bid by bidder**.
10. Bid shall be submitted only to the INDOT Relocation Unit.
11. Any charges for preparing bid shall be on a separate invoice.

Other specifications: Full Insurance; No Deductible; Pack/Unpack, On-site Inspection
Firm Bid-NO Estimate. Please submit bid no later than _____ close of business.

Specifications prepared on _____ by _____
Date Relocation Specialist

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 Relocation Specialist. 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.

Date Bidder