ARIZONA BOARD OF REGENTS
NOTICE TO CONTRACTORS OF INTENT TO RECEIVE BIDS

Sealed bids will be delivered and received until ______________, by the Arizona Board of Regents, Purchasing and Business Services, Facilities Management Building, 2nd Floor, Room #A224, 651 E. University Drive, (Southwest corner of McAllister & University), Arizona State University, P.O. Box 874005, Tempe, AZ 85287-4005, Attention: Sheila Nienaber, for the furnishing of all labor, material, transportation and services required for ASU Project No. ______ for ______________________, on the campus of Arizona State University (ASU).

(Brief description of work)

Bids will be opened publicly in the Facilities Management Building, Conference Room A206, (address same as above), on the campus of Arizona State University, Tempe, Arizona, at ______________________, and read aloud. Construction Documents (CD) for the proposed work may be inspected at the office of the Director, Facilities Planning and Construction, Attention: ______________________, or copies may be obtained from the office of ______________________, by making a deposit of $________, which deposit will be refunded upon the return of the Construction Documents in good condition.

All contractors engaged in ASU construction shall be licensed by the Registrar of Contractors in the State of Arizona.

A prebid meeting will be scheduled for ______________________, at the ______________________, on the campus of Arizona State University, followed by an inspection of the construction area. Attendance at the prebid meeting, and inspection of the construction site, is recommended.

A certified or cashier’s check or a surety bond for ten percent (10%) of the amount of the Bid must accompany each Bid Proposal, as a guarantee that the Contractor will enter into a contract to perform the Work in accordance with the Construction Documents, or as liquidated damages in the event of failure or refusal of the Contractor to enter into the Contract, which check or bond will be returned to the unsuccessful bidders, and to the successful bidder upon the execution of a satisfactory bond and contract, as prescribed by Arizona Revised Statutes (ARS).

All bids must also include a list of sub-contractors being proposed for this project.

The Contractor to whom the Contract is awarded shall, after being awarded the Contract, furnish to the aforesaid Arizona Board of Regents, a satisfactory performance and payment bond in an amount equal to one hundred percent (100%) of the full amount of the Bid, such bond not to be expressly limited as to time in which action may be instituted against the surety company for possible nonperformance of the Contractor.
Work shall commence immediately after the issuance of the Notice to Proceed and shall be completed within _______ (___) calendar days from the date established by such Notice.

The Arizona Board of Regents reserves the right to reject any or all Bids, to waive or decline to waive irregularities in any bid, or to withhold the award for any reason it may determine, and also reserves the right to hold any or all bids for a period of ______ (___) days after the date of the opening thereof. No bidder may withdraw his bid during this ______ (___) day period.

All correspondence relating to this project should be addressed to:

Facilities Planning and Construction
Attention: __________________________
Box 874005
Arizona State University
Tempe, Arizona 85287-4005
Phone: (602) __________

ARIZONA BOARD OF REGENTS

By__________________________
President

By__________________________
Secretary

Publication Dates: ____________________________________________