



**SEALED BID FORM SHEET**

The City of Columbia is accepting sealed bids for the following equipment until 9:00 a.m. (CST), Friday, April 16, 2021 at Columbia City Hall, 208 S. Rapp Ave., Columbia, Illinois, 62236. Bids will be opened after April 16, 2021, at 9:00 a.m. and shall be provided to the Corporate Authorities at the Regular Meeting on April 19, 2021, at which time the Corporate Authorities may accept any of the bids, or reject all bids.

**BIDDING ITEM:**

Item: 2003 Chevrolet Impala  
Item Sales #: 001  
Located at: (for inspection): 1020 N. Main Street, Columbia, IL 62236  
Item may be viewed prior to submitting a bid. Call 618-281-5151 for an appointment. All sales will be final and sold, "AS-IS; WHERE-IS."

**CONDITIONS OF BIDDING:**

**BIDS:** Only one bid per envelope. Each bid shall be in a sealed envelope clearly marked with words, "SEALED BID," followed by the sale # which is listed at the top of this form. Each bid envelope shall be received at 208 S. Rapp Ave., Columbia, IL 62236 by 9:00 a.m. on April 16, 2021.

**ITEM CONDITION:** All items advertised by the City of Columbia for sale by bid are sold, "AS-IS; WHERE-IS." The City shall strive to make its best effort to assist interested parties in obtaining information about each item for sale; however, the City makes no warranty of the condition of the equipment nor accuracy of the item description. Each bidder shall be responsible for verifying condition and accuracy of item description prior to submitting a bid.

**TERMS OF SALE:** The successful bidder will be notified by email on Tuesday, April 20 by 5:00 p.m. Successful bidder shall remit full payment with cash or cashier's check made payable to City of Columbia and shall arrange to pick-up their item no later than 3:00 p.m. on Monday, April 26.

**DEFAULT OF SALE:** Claims to any item not paid for within the timeline provided shall be forfeited and bidder shall not be eligible to bid on future items. If item is not picked up within the timeline provided, payment for the item may be retained, in whole or in part, by the City of Columbia for damages. If bidder forfeits claim to any item bid, the City of Columbia may, at its discretion, offer the item to the next highest bidder.

Bidder's Name: \_\_\_\_\_ Bidder's Phone: \_\_\_\_\_

Bidder's Mail Address: \_\_\_\_\_

Bidder's Email: \_\_\_\_\_ Bid Amount: \_\_\_\_\_

Bidder's Signature: \_\_\_\_\_