

**MOBILE COUNTY COMMISSION**  
205 Government Street 8<sup>TH</sup> Floor South  
Mobile, Alabama 36644

**BID INVITATION**

**BID NO. 20-20**

**FEBRUARY 6, 2020**

In accordance with General Act No. 217, Special Session 1967, notice is hereby given that the Mobile County Commission, Mobile, Alabama, will receive bids on the following items:

**6-MONTH TOILET TISSUE, ROLL TOWELS AND FOLDED TOWELS FOR MOBILE COUNTY COMMISSION AS PER ATTACHED SPECIFICATIONS:**

**NOTE: PRICES MUST REMAIN FIRM FROM APRIL 1, 2020 THROUGH SEPTEMBER 30, 2020.**

Any questions or comments concerning the bid requirements must be brought to the attention of Susan Holland, Purchasing Agent, 251-574-8613, 205 Government St. 8<sup>th</sup> Fl. S., Mobile, Alabama 36644, to or at bid opening or will be forever waived.

All bidders shall furnish a five percent (5%) bid bond on any contract exceeding \$15,000: provided that bonding is available for services, equipment or materials. Bid bond will be accepted in the form of a certified check, cashier's check, postal money order, etc.

Out of State Corporations shall furnish a Certificate of Authority to transact business in the State of Alabama. Out of State limited liability companies shall show proof of registration to transact business in this state. Alabama law requires that a successful bidder, if it has employees in the State of Alabama, provide proof of enrollment in E-Verify prior to the award of a contract. (See enclosed notice which must be completed, signed and returned with your bid.)

If applicable to a contract resulting from this invitation, the successful bidder must comply with the Contractor Felony Investigation Policy, available in the Purchasing Department or at mobilecountyal.gov.

This inquiry is to establish a price and a source of supply for the above listed items by Mobile County Commission and the incorporated areas therein. Purchases by political subdivisions are optional with those agencies

**THE MOBILE COUNTY COMMISSION DOES NOT DISCRIMINATE ON THE BASIS OF RACE, AGE, SEX, NATIONAL ORIGIN, RELIGION, OR DISABILITIES.**

F.O.B. Mobile DATE OF DELIVERY \_\_\_\_\_ TERMS \_\_\_\_\_ You are invited to bid on the above specifications. The restrictions contained herein are for the purpose of fixing a quality level, and any deviation therefrom must, in detail establish that it meets the quality requirements.

BIDS WILL BE RECEIVED UNTIL 10:00 A.M. MARCH 4, 2020.

ALL BIDS MUST BE SEALED, THE WORD "BID", THE BID NUMBER AND THE NAME OF THE ITEM MARKED ON THE OUTSIDE OF THE ENVELOPE. BIDS WILL BE RECEIVED BY THE RECEPTIONIST IN THE OFFICE OF THE COUNTY COMMISSION ADMINISTRATOR, 205 GOVERNMENT STREET ON THE EIGHTH FLOOR OF THE MOBILE COUNTY GOVERNMENT PLAZA. FAILURE TO OBSERVE THE ABOVE INSTRUCTIONS WILL CONSTITUTE GROUNDS FOR REJECTION OF YOUR BID. THE COMMISSION RESERVES THE RIGHT TO REJECT ANY OR ALL BIDS.

MOBILE COUNTY COMMISSION



GLENN L. HODGE, COUNTY ADMINISTRATOR

We propose to meet the above specifications for the sum

of \$ SEE ATTACHED LIST.

Delivery can be made in \_\_\_\_\_ days from receipt of award.

RESPECTFULLY

BY \_\_\_\_\_

IMPORTANT

THIS DOCUMENT MUST BE COMPLETED, SIGNED AND RETURNED  
WITH YOUR BID

As a condition for the award of a competitively bid contract to a company having one or more employees in the State of Alabama, the Beason-Hammon Alabama Taxpayer Citizenship and Protection Act, codified at Section 31-13-1, et seq., Code of Alabama (1975), as amended, requires that the company provide, in advance, proof of enrollment in E-Verify. E-Verify is an internet based ~~system~~ ~~operated~~ by the U.S. Department of Homeland Security, which may be used to determine the eligibility of new hires to work in the United States. Further information about enrollment in E-Verify may be found at [www.uscis.gov/everify](http://www.uscis.gov/everify) and [www.Verify.Alabama.gov](http://www.Verify.Alabama.gov).

As proof of enrollment in E-Verify, Mobile County requires a copy of the electronically signed signature page of the contractor's Memorandum of Understanding with the U.S. Department of Homeland Security or Alabama Department of Homeland Security (contractors having fewer than 25 employees may enroll in E-Verify through the state Department of Homeland Security).

Please complete the following and return with your bid:

\_\_\_\_\_ (company name) has no employees in  
the State of Alabama

Or

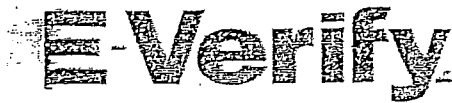
\_\_\_\_\_ (company name) is enrolled in E-  
Verify and a copy of the electronically signed signature page of  
the company's Memorandum of Understanding is attached.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

SAMPLE



Company ID Number: 477783

To be accepted as a participant in E-Verify, you should only sign the Employer's Section of the signature page. If you have any questions, contact E-Verify at 888-464-4218.

Employer Mobile County Commission

Connie Hudson

Name (Please Type or Print)

Title

Electronically Signed

12/21/2011

Signature

Date

Department of Homeland Security - Verification Division

USCIS Verification Division

Name (Please Type or Print)

Title

Electronically Signed

12/21/2011

Signature

Date

### Information Required for the E-Verify Program

#### Information relating to your Company:

Company Name: Mobile County Commission

Company Facility Address: 205 Government Street

8th Floor South Tower

Mobile, AL 36644

Company Alternate  
Address:

County or Parish: MOBILE

Employer Identification  
Number: 636001844

**MOBILE COUNTY COMMISSION**

**BID FORM**

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

**BID #20-20**

**SIX MONTH TOILET TISSUE, ROLL TOWELS AND FOLDED TOWELS FOR MOBILE  
COUNTY COMMISSION:**

Name of Company: \_\_\_\_\_

Company Representative \_\_\_\_\_  
(Print)

Company Representative \_\_\_\_\_  
(Signature)

Address \_\_\_\_\_  
\_\_\_\_\_

Phone Number ( ) \_\_\_\_\_ Fax Number( ) \_\_\_\_\_

Federal ID Number \_\_\_\_\_

Email Address \_\_\_\_\_

Company Web Address \_\_\_\_\_

**PLEASE ATTACH A CURRENT W-9.**

**BID #20-20**

1. All items must be bid in the packaging as indicated by this bid. Purchases will be made based upon packaging shown in the bid.
2. Substitutes after the award of this bid, without the permission of the purchasing department are not permitted.
3. Private Label or in house brands will not be accepted.
4. The Mobile County Commission reserves the right to request samples for evaluation.
5. All items/orders to be delivered to Departments.
6. All prices quotes are to be delivered prices F.O.B. Mobile.
7. Bidders shall have a place of business within 30 miles of the Mobile County limits to allow pick-up of items as needed.
8. Prices will be firm for 6 months from date of award.
9. No additional freight charges, fuel surcharges, will be added after the fact.
10. Local inventory and 24 hour turn around on delivery is required.
11. Orders must be delivered in full within 7 days from the receipt of purchase order.
12. Mobile County Reserves the right to wave any and all conditions of this bid and to purchase what it deems best value for the county.

**PRODUCT SPECIFICATION SHEET**  
**(FILL OUT COMPLETELY)**

**Item 1: TOILET TISSUE 96 ROLL CASE**

White, double ply roll tissue. Basic Weight 9# minimum. Sheet size 4.5 x 3.75 500 sheets per roll. 96 rolls per case. 2 PLY. Minimum case weight 37.3 lbs.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer/PN \_\_\_\_\_ Sheets per roll \_\_\_\_\_ Rolls per case \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

Samples shall be submitted upon request.

**Item 2: TOILET TISSUE 96 ROLL CASE (S)**

White, double ply roll tissue. Basic Weight 9# minimum. Sheet size 4 x 3.75 500 sheets per roll. 96 rolls per case. 2 PLY. Minimum case Weight 33 lbs.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer/PN \_\_\_\_\_ Sheets per roll \_\_\_\_\_ Rolls per case \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

Samples shall be submitted upon request.

**Item 3: TOILET TISSUE 80 ROLL CASE**

White, double ply roll tissue. Basic Weight 9# minimum. Sheet size 4.1 x 4.0 605 sheets per roll. 80 rolls per case. 2 PLY. Minimum case weight 32.5 lbs.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer/PN \_\_\_\_\_ Sheets per roll \_\_\_\_\_ Rolls per case \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

Samples shall be submitted upon request.

**PRODUCT SPECIFICATION SHEET**  
**(FILL OUT COMPLETELY)**

**Item 4: Toilet Tissue JR. JUMBO ROLL**

2 PLY 4" x 1000' on a cardboard core with a 3" ID. Recycled with 12/roll case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer/PN \_\_\_\_\_ Feet per roll \_\_\_\_\_ Rolls per case \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**Item 5: ROLL KITCHEN TYPE TOWELS**

Perforated roll 11" x 9", 2ply minimum 2500 towels per case, 84 towels per roll, 30 Roll Case Or an option of 11" x 9", 2 ply minimum 2500 towels per case, 168 towels per roll, 14 Roll Case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer/PN \_\_\_\_\_ Sheets per roll \_\_\_\_\_ Rolls per case \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**Item 6: SINGLE FOLD TOWELS**

Single fold unbleached paper towels. 10 ¾" x 9 ½", 4000 minimum towels per case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer \_\_\_\_\_ P/N \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**PRODUCT SPECIFICATION SHEET**  
**(FILL OUT COMPLETELY)**

**Item 7: C-FOLD TOWELS**

C-Fold towels bleached 10 1/4" x 13 1/4", 2400 minimum towels per case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer \_\_\_\_\_ P/N \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**Item 8: MULTI-FOLD TOWELS**

Multi-fold towels Bleached 9 1/4" x 9 1/4", 3600 towels per case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer \_\_\_\_\_ P/N \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**Item 9: TOILET TISSUE SPECIAL SIZE**

Toilet Tissue 4.16" x 4.09", 200 2 ply 24/4 pkg. per case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer \_\_\_\_\_ P/N \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_

**\*PRIVATE LABEL BRANDS ARE ACCEPTABLE FOR THIS ITEM ONLY**



**PRODUCT SPECIFICATION SHEET**  
**(FILL OUT COMPLETELY)**

**Item 10: NATURAL ROLL TOWELS**

Roll paper towels 7.87" x 350' 1 ply non perforated. 12 rolls per case.

Certified original statement from manufacturer that the product proposed meets or exceeds all written specifications. MAY BE REQUESTED.

Manufacturer \_\_\_\_\_ P/N \_\_\_\_\_

Case Weight \_\_\_\_\_ Sheet size \_\_\_\_\_ Price per case \_\_\_\_\_