

**CITY OF COVINGTON BID REQUEST FOR SPECIFIC CITY-WIDE PUBLIC PROPERTY GRASS CUTTING AND  
MAINERNANCE SERVICE**

SEALED BIDS WILL BE RECEIVED UNTILL **10:00 A.M.**, LOCAL TIME **WEDNESDAY, FEBRUARY 2, 2022**, AT THE OFFICE OF THE PURCHASING AGENT, CITY HALL, COVINGTON, LOUISIANA, 317 N. JEFFERSON AVENUE, COVINGTON, LA 70433;

FOR THE SERVICE PROVIDER OF SPECIFIC CITY-WIDE PUBLIC PROPERTY GRASS CUTTING AND MAINERNANCE TO BE USED BY THE PUBLIC WORKS DEPARTMENT OF THE CITY OF COVINGTON. BIDS WILL BE OPENED AT **10:00 A.M.** IN THE CITY HALL CONFERENCE ROOM, CITY HALL, COVINGTON, LOUISIANA.

ANY BIDS RECEIVED AFTER **10:00 A.M.** WILL BE RETURNED UNOPENED.

APPLICANTS MUST HAVE CURRENT OCCUPATIONAL LICENSE AND MUST BE IN GOOD STANDING WITH THEIR RESPECTIVE SECRETARY OF STATE.

THE CONTRACT TERMS WILL BE FOR A PERIOD OF ONE (1) YEAR WITH THE OPTION TO RENEW FOR TWO (2) ADDITIONAL YEARS. INDIVIDUAL ORDERS WILL BE PLACED UNDER THE CONTRACT WITH NO MINIMUM VALUE GUARANTEED.

**BIDS SHALL SET FORTH THE COST PER UNIT ON THE PROVIDED FORMS.**

A COMPLETE AND DETAILED BID REQUEST IS AVAILABLE FOR PUBLIC INSPECTION AND DOWNLOADING FROM THE CITY’S WEBSITE AT [WWW.COVLA.COM](http://WWW.COVLA.COM) , BY EMAILING THE CITY OF COVINGTON PURCHASING OFFICE AT [SSHARP@COVLA.COM](mailto:SSHARP@COVLA.COM) , BY CALLING FOR A COPY AT (985)898-4733 OPTION #3, OR BY REQUESTING IN PERSON AT CITY OF COVINGTON CITY HALL, 317 N. JEFFERSON AVENUE, COVINGTON, LA 70433.

THE OUTSIDE OF THE ENVELOPE IN WHICH THE BID IS PLACED MUST BE CLEARLY MARKED AS FOLLOWS:

**ATTN: PURCHASING – STACEY SHARP, Bid Name: BID REQUEST FOR SPECIFIC CITY-WIDE PUBLIC PROPERTY GRASS CUTTING AND MAINERNANCE SERVICE, BID DUE DATE AND TIME: WEDNESDAY, FEBRUARY 2, 2022; 10:00 A.M.**

**Date Received:**

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**Time Received:**

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**Signature of City Employee:**

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**BIDS MUST BE SEALED. EMAILED OR FAXED BIDS WILL BE DISQUALIFIED.**

THE ENTIRE BID PACKAGE MUISE BE SUBMITTED TO STACEY SHARP, PURCHASING AGENT, CITY OF COVIGNTON, 317 N. JEVVERSONE AVE.; P.O. BOX 778, COVINGTON, LA 70434 IN TRIPLICATE.

ALL APPLICABLE LAWS, ORDINANCES, AND THE RULES AND REGULATIONS OF ALL AUTHORITIES HAVING JURSDICTION OVER THE PURCHASE OF FIRE UNIFORMS & ACCESSORIES SHALL APPLY TO THE CONTRACT THROUGHOUT.