

Sealed Bid Checklist

OUTSIDE SEALED ENVELOPE

1. APPLICANT PRINTED NAME / ENTITY

2. APPLICANT ADDRESS

3. APPLICANT TELEPHONE

4. ASSESSOR'S GEO NUMBER

INSIDE SEALED ENVELOPE

1. COMPLETED & SIGNED INTENT TO BID FORM
(INTENT TO BID NOT THE SAME AS APPLICATION FORM)

2. CERTIFIED PAYMENT (Payable to: Parish of Caddo)

NOTES

BIDS ACCEPTED UNTIL POSTED DEADLINE

ORIGINAL APPLICANT SUBMITS BID AMOUNT ONLY; ALL OTHER BIDDERS SUBMIT BID + APPLICATION COSTS.

FAILURE TO TIMELY COMPLETE FORFEITS BID

ALL BIDS ARE DEPOSITED; NON-WINNING BIDDERS ARE REFUNDED BY PARISH CHECK.

INCOMPLETE BIDS RETURNED TO BIDDER

OPEN ENVELOPES OR SUBMISSIONS WITH BID AMOUNT ON THE OUTSIDE OF THE ENVELOPE WILL BE RETURNED. ALL BIDS MUST FOLLOW CADDO PARISH ORD. 5831(2018)